

# Police Report Submission Confirmation

Date: [Insert Date]

Dear [Recipient's Name],

This letter serves as confirmation that we have received your police report submitted on [Insert Submission Date]. Your report has been assigned the following case number: [Insert Case Number].

Our team will review the information provided and follow up with you if any further details are required. If you have any questions or need assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Police Department Name]

[Contact Information]