

# Reseller Complaint Acknowledgment

Date: [Insert Date]

[Reseller Name]

[Reseller Address]

[City, State, Zip Code]

Dear [Reseller Name],

Thank you for reaching out to us. We acknowledge the receipt of your complaint regarding [brief description of the complaint]. We take all complaints seriously and are committed to resolving this matter promptly.

Your concerns are important to us, and our team is currently investigating the issue. We aim to resolve it by [insert timeframe]. We appreciate your patience during this process.

If you have any further questions or additional information, please do not hesitate to contact us at [contact information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]