

Acknowledgment of Reseller Assistance Request

Date: [Insert Date]

To: [Reseller Name]

From: [Your Company Name]

Subject: Acknowledgment of Your Request for Assistance

Dear [Reseller Name],

We would like to acknowledge the receipt of your request for assistance dated [Insert Date of Request]. Our team has reviewed your inquiry regarding [briefly mention the assistance needed] and is currently assessing the best way to support you.

We appreciate your partnership and are committed to ensuring your success as a valued reseller of our products. Our team will get back to you within [insert timeframe] with further details or to schedule a time for discussion.

If you have any additional questions in the meantime, please feel free to reach out to us directly at [insert contact information].

Thank you for your continued cooperation.

Best Regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]