

Cargo Delivery Acknowledgment

Date: [Insert Date]

To: [Recipient's Name]
[Company Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

We hereby acknowledge the receipt of the cargo as listed below:

Item Description	Quantity	Condition
[Item 1]	[Quantity]	[Condition]
[Item 2]	[Quantity]	[Condition]

This delivery was made by [Delivering Company Name] on [Delivery Date]. All items have been received in satisfactory condition.

Thank you for your prompt delivery.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]
[Your Contact Information]