

# Load Delivery Verification

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Phone: [Recipient's Phone]

Email: [Recipient's Email]

## Subject: Verification of Furniture Delivery

Dear [Recipient's Name],

This letter serves as verification of the delivery of furniture as per our agreement on [Insert Delivery Date]. The details of the delivery are as follows:

### Delivery Details:

- Order Number: [Insert Order Number]
- Item Description: [Insert Item Description]
- Quantity Delivered: [Insert Quantity]
- Delivery Address: [Insert Delivery Address]

We confirm that all items were received in good condition. Please review the items and confirm your acceptance of this delivery.

If you have any questions or concerns, feel free to contact us at [Your Phone] or [Your Email].

Thank you for your business!

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[Your Phone]

[Your Email]