

# Payment Confirmation

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Dear [Vendor Name],

We are pleased to inform you that your payment has been successfully processed. Below are the details of the transaction:

- **Invoice Number:** [Invoice Number]
- **Payment Amount:** [Payment Amount]
- **Payment Date:** [Payment Date]
- **Transaction ID:** [Transaction ID]

Please allow [number of days] business days for the funds to reflect in your account.

Thank you for your continued partnership.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]