

Payment Acknowledgment

Date: [Insert Date]

[Vendor's Name]

[Vendor's Address]

Dear [Vendor's Name],

We are writing to acknowledge receipt of your payment for invoice number [Invoice Number], dated [Invoice Date], in the amount of [Amount Paid].

Thank you for your prompt payment. Your continued partnership is greatly appreciated.

If you have any questions, please feel free to contact us at [Your Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]