

# Letter of Acknowledgment for Disclosure of Sensitive Details

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally acknowledge the receipt of the sensitive details you disclosed to me on [Insert Date of Disclosure]. I understand the importance of maintaining confidentiality regarding this information.

Rest assured that I will take all necessary precautions to protect the details provided and will only use them for the purpose of [Insert Purpose of Disclosure].

If you have any further instructions or concerns, please feel free to reach out to me at [Your Contact Information].

Thank you for your trust.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Address]

[City, State, Zip Code]