

Confirmation of Received VAT Refund Documents

Date: [Insert Date]

Recipient Name: [Insert Recipient Name]

Company Name: [Insert Company Name]

Address: [Insert Address]

City, State, Zip Code: [Insert City, State, Zip]

Dear [Recipient Name],

We are writing to confirm that we have received the VAT refund documents you submitted on [Insert Submission Date]. Your documents are currently under review, and we will notify you of any updates regarding your claim.

If you have any questions or require further information, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]