

Letter of Acknowledgment

Date: [Insert Date]

To,

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to acknowledge the receipt of your payment for the food tax as detailed below:

Payment Amount: \$[Insert Amount]

Payment Reference Number: [Insert Reference Number]

Date of Payment: [Insert Date]

Thank you for your prompt payment. Your contribution is vital in supporting our community initiatives.

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

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Organization Address]

[City, State, Zip Code]