

Confirmation of Payment

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to confirm the receipt of your payment for the replacement of the lost key. Below are the details of the transaction:

- **Payment Amount:** \$[Insert Amount]
- **Payment Method:** [Insert Payment Method]
- **Transaction ID:** [Insert Transaction ID]
- **Date of Payment:** [Insert Payment Date]

Your new key will be issued shortly. Thank you for your prompt attention to this matter.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[Contact Information]