

# Settlement Payment Acceptance Confirmation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to confirm the acceptance of your settlement payment in relation to [insert case or reference number]. We appreciate your commitment to resolving this matter.

The details of the settlement payment are as follows:

- **Payment Amount:** [Insert Amount]
- **Date of Payment Received:** [Insert Date]
- **Transaction Reference Number:** [Insert Reference Number]

This payment is now considered accepted and final. Please keep this letter for your records.

If you have any questions, feel free to contact us at [insert contact information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]