

Payment Acknowledgment

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We would like to acknowledge receipt of your payment of [Amount] received on [Payment Date] for Invoice #[Invoice Number]. Thank you for your prompt payment.

If you have any questions or require further information, please feel free to contact us at [Your Contact Information].

Thank you once again for your business and prompt payment.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Phone Number]

[Email Address]