

Passive Service Acknowledgment

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We would like to acknowledge the passive services provided to us by you for the duration of [insert time period]. Your contributions have been noted and appreciated.

We value the efforts you put forth and recognize the importance of your role in facilitating our operations. Please feel free to reach out if you have any questions or require further information regarding our service acknowledgment.

Thank you once again for your support.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]