

# Letter of Acknowledgment of Receipt

Date: [Insert Date]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Company Name]

[Recipient's Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We acknowledge the receipt of the following document(s) related to our international trade agreement:

- [Document/Agreement Name]
- [Date of Document/Agreement]
- [Reference Number, if applicable]

We appreciate your timely communication and look forward to furthering our collaboration. If you have any questions or require additional information, please do not hesitate to contact us.

Thank you.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]