

Letter of Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: Acknowledgment of Address Modification

Dear [Recipient's Name],

I am writing to formally acknowledge the receipt of your request to modify the address associated with your family account. We have successfully updated our records to reflect the new address as follows:

New Address:

[New Address Line 1]

[New Address Line 2]

[City, State, Zip Code]

If you have any further questions or require additional assistance, please do not hesitate to reach out to us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]