

Letter of Acknowledgment for Business Collaboration

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I would like to take this opportunity to express our gratitude for the collaboration between [Your Company Name] and [Recipient Company Name]. We sincerely appreciate your partnership and the efforts your team has put into our joint project.

We acknowledge the significant contributions made by your team, and we are confident that this collaboration will lead to mutually beneficial outcomes. We look forward to working together in the future to achieve our common goals.

Thank you once again for your support and collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]