Receipt Confirmation

Date: **[Insert Date]**

To: **[Recipient Name]**

[Recipient Address]

Dear [Recipient Name],

We hereby acknowledge receipt of the data provided by you on **[Insert Date of Data Submission]**. We appreciate your prompt submission and confirm that all data has been received in full.

Details of the data received:

- **Data Type:** [Insert Data Type]
- **Submission Method:** [Insert Submission Method]
- **Total Files:** [Insert Number of Files]

We will review the data and get back to you for any further information or next steps required. Thank you for your cooperation.

Best regards,

[Your Name]
[Your Position]
[Your Organization]
[Your Contact Information]