

Shipping Acknowledgment Receipt

Date: [Date]

To: [Recipient Name]

Address: [Recipient Address]

Dear [Recipient Name],

We are pleased to inform you that your order has been shipped. Below are the details of the shipment:

Item Description	Quantity	Tracking Number
[Item 1 Description]	[Quantity]	[Tracking Number]
[Item 2 Description]	[Quantity]	[Tracking Number]

Shipping Method: [Shipping Method]

Estimated Delivery Date: [Estimated Delivery Date]

Please acknowledge the receipt of this shipment by signing and returning this document.

Thank you for your business!

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]