

# Letter of Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally acknowledge the dispute resolution terms provided in our recent correspondence. I understand and accept the following terms:

- [Detail of the dispute resolution process]
- [Timeframe for resolution]
- [Any other relevant terms]

If you have any additional information or require further clarification, please feel free to reach out to me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]