

# Invoice Confirmation

Date: [Insert Date]

To: [Recipient Name]

Company: [Recipient Company Name]

Address: [Recipient Address]

Dear [Recipient Name],

This letter is to confirm the global invoice amounts pertaining to our recent transactions. Below are the details of the invoices:

<b>Invoice Number</b>	<b>Date</b>	<b>Amount</b>
[Invoice Number 1]	[Invoice Date 1]	[Amount 1]
[Invoice Number 2]	[Invoice Date 2]	[Amount 2]

The total amount due as per the invoices listed above is [Total Amount]. Please let us know if you have any queries regarding these invoices.

Thank you for your attention to this matter. We look forward to your prompt confirmation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]