

# Confirmation of Leaseholder Identification Update

Date: [Insert Date]

Dear [Leaseholder's Name],

We are writing to confirm that we have successfully updated your identification details in our records. The following changes have been made:

- **Previous Identification:** [Insert Previous ID Details]
- **New Identification:** [Insert New ID Details]

If you have any questions or require further assistance, please feel free to contact us at [Insert Contact Information].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Company Contact Information]