

# Check Reorder Confirmation

Date: [Insert Date]

To: [Customer Name]

[Customer Address]

[City, State, Zip Code]

Dear [Customer Name],

We are writing to confirm your recent order for a reorder of personal checks. Thank you for choosing us for your checking needs.

Your order details are as follows:

- Order Number: [Insert Order Number]
- Quantity of Checks: [Insert Quantity]
- Check Design: [Insert Design Description]
- Shipping Address: [Insert Shipping Address]

Your order is being processed and will be shipped to you within [Insert Shipping Timeframe] days. A confirmation email with tracking information will be sent once your order has shipped.

If you have any questions or need further assistance, please do not hesitate to contact our customer service team at [Insert Contact Information].

Thank you for your continued trust in our services.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Phone Number]

[Your Email Address]