

Order Confirmation

Dear [Recipient's Name],

We are pleased to confirm your recurring order agreement for monthly supplies with [Your Company Name]. Your order details are as follows:

Order Details:

- **Product Name:** [Product Name]
- **Quantity:** [Quantity]
- **Frequency:** Monthly
- **Start Date:** [Start Date]
- **Payment Method:** [Payment Method]

The above order will be processed on a monthly basis, and you will receive a confirmation email prior to the shipment of each order. If you need to make any changes or cancel your order, please contact us at least [Notice Period] before your next scheduled delivery.

Thank you for choosing [Your Company Name]. We look forward to serving you!

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]