

Acknowledgement Receipt Of Payment

[Your Name and Address]

[City, State ZIP Code]

[Date]

[Recipient's Name and Address]

[City, State ZIP Code]

Dear [Recipient's Name],

I am writing to acknowledge the receipt of the payment for [purpose of payment]. The payment was made on [date of payment] in the amount of [amount paid] and was received by me on [date of receipt]. I confirm that the amount has been credited to my account.

Thank you for your prompt payment, and I appreciate your timely response to my request. Please let me know if there is anything else that I can assist you with.

Sincerely,

[Your Name]