

Acknowledgement of payment received

Subject: Acknowledgement of Payment

Dear [Client Name],

We hereby acknowledge the receipt of your payment of [amount] made on [date] toward invoice number [invoice number]. Your timely settlement of dues is greatly appreciated.

Please find the updated statement of your account attached for your reference. Should you have any questions, feel free to contact us.

Thank you for your continued business.

Best regards,

[Your Name]

[Company Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/business-acknowledgement-letter-sample>