

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Buyer's Name]
[Buyer's Address]
[City, State, Zip Code]

Dear [Buyer's Name],

Subject: Payment Confirmation for eBay Transaction

Thank you for your recent purchase on eBay! We are pleased to confirm that we have received your payment for the following transaction:

- Item Name: [Item Name]
- Item ID: [Item ID]
- Transaction Date: [Transaction Date]
- Amount Paid: [Amount]

Your order will be processed and shipped shortly. You will receive a tracking number once your item has been dispatched.

If you have any questions or require assistance, please feel free to contact us via eBay messaging.

Thank you for your business!

Best regards,

[Your Name]
[Your eBay Store Name]