

[Your Company Letterhead]

[Date]

[Accountant's Name]

[Accountant's Firm Name]

[Accountant's Address]

[City, State, Zip Code]

Subject: Acknowledgment of GST Return Submission

Dear [Accountant's Name],

We would like to formally acknowledge the receipt of the GST return for the period ending [Date of GST Period], which was submitted on [Submission Date].

Details of the submitted GST return are as follows:

- GST Number: [GST Number]
- Return Period: [GST Return Period]
- Submission Date: [Submission Date]
- Acknowledgment Number: [Acknowledgment Number]

Please retain this letter as proof of submission. Should you require any further information or assistance regarding this matter, feel free to contact us.

Thank you for your prompt attention to this submission.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Phone Number]

[Your Email Address]