

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

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Acknowledgment of Money Transfer

I hope this letter finds you well. I am writing to formally acknowledge the receipt of the funds transferred to my account on [date of transfer].

The amount of [amount transferred] was successfully received, and I appreciate your promptness in this transaction.

Please let me know if you require any further information or documentation regarding this transfer.

Thank you once again for your trust and support.

Warm regards,

[Your Signature (if sending a hard copy)]

[Your Printed Name]