

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

[Recipient's Name]  
[Recipient's Position]  
[Company/Organization Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Acknowledgment of JTS Sponsorship

I hope this message finds you well. I am writing to formally acknowledge the receipt of the JTS sponsorship documentation dated [insert date].

We are grateful for your support and commitment to our project/event.

Your acknowledgement is essential for our records and will contribute significantly to the success of our initiative.

Thank you once again for your cooperation and support. If you require any further information or documentation, please feel free to reach out.

Warm regards,

[Your Name]  
[Your Position]  
[Your Organization]