

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]  
[Recipient Name]  
[Recipient Title]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Approval for Kindle Direct Publishing (KDP)

I am writing to formally acknowledge the receipt of your approval for my project titled "[Book Title]" for publication on the Kindle Direct Publishing platform. I appreciate your guidance and support throughout the submission process.

I confirm my commitment to adhere to all the KDP guidelines and terms as outlined in your correspondence. I am excited to bring my book to a wider audience and will ensure it meets the required standards.

Should there be any additional documentation or information needed from my end, please do not hesitate to reach out.

Thank you once again for your assistance.

Sincerely,

[Your Name]

[Your KDP Account ID]