

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

[Recipient's Name]  
[Kumpulan Wang Simpanan Pekerja (KWSP)]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Acknowledgment of Payment

I am writing to acknowledge the receipt of payment made to my KWSP account on [date of payment]. The payment reference number is [payment reference number].

Details of the payment are as follows:

- Amount: [amount paid]
- Payment Method: [e.g., online transfer, cheque]
- Account Number: [your KWSP account number]

I appreciate your prompt processing of this payment. Please do not hesitate to contact me if you need any further information or clarification regarding this transaction.

Thank you for your attention to this matter.

Sincerely,

[Your Name]  
[Your NRIC/Passport Number]