

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: Approval of KWSP Payment

Dear [Recipient's Name],

We are pleased to inform you that your application for the KWSP payment has been approved. The details of the approval are as follows:

****Payment Amount:**** [Amount]

****Payment Period:**** [Start Date] to [End Date]

****Reference Number:**** [Reference Number]

Please ensure that the necessary arrangements are made for the timely processing of this payment.

Should you have any questions or require further clarification, feel free to contact our office at [Phone Number] or [Email Address].

Thank you for your attention.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Phone Number]

[Your Company Email Address]