

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

Ulta Beauty

[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to confirm my recent transaction/purchase at Ulta Beauty on [Transaction Date].

Details of the transaction are as follows:

- Transaction ID: [Transaction ID]
- Item(s) Purchased: [List of Items]
- Total Amount: [Total Amount]
- Payment Method: [Payment Method]

If you require any further information or documentation regarding this transaction, please do not hesitate to reach out.

Thank you for your attention to this matter.

Sincerely,
[Your Name]