

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: Confirmation of VNC Viewer Connection

We are pleased to confirm your recent request to establish a VNC Viewer connection. Below are the details of the connection for your reference:

**\*\*Connection Details:\*\***

- **\*\*Hostname/IP Address:\*\*** [Enter Hostname or IP Address]

- **\*\*Port Number:\*\*** [Enter Port Number]

- **\*\*Username:\*\*** [Enter Username]

- **\*\*Password:\*\*** [Enter Password or mention if it will be provided separately]

- **\*\*Date of Access:\*\*** [Enter Date]

- **\*\*Time of Access:\*\*** [Enter Time]

If you have any questions or require further assistance, please do not hesitate to contact us at [Your Contact Information].

Thank you for your attention, and we look forward to your successful connection.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Company Contact Information]