

Payment Confirmation Letter

Date: 19 June 2024

Reference No: PC-2024-00189

To,

Mr. John Doe
123 Main Street
Springfield, XY 12345

Dear Mr. Doe,

This letter serves as a formal confirmation that we have successfully received your payment as detailed below:

Payment Amount	: USD 2,500.00
Payment Date	: 18 June 2024
Payment Method	: Bank Transfer
Invoice Number	: INV-2024-0745
Received By	: Jane Smith, Finance Manager

Thank you for your prompt payment. Please retain this letter as proof of your payment.

Sincerely,

ABC Corporation

456 Business Street, Suite 220
Springfield, XY 12346
Email: finance@abccorp.com
Tel: (555) 234-7654

Important Notes:

- This document serves as official confirmation of payment received.
- Please verify all details carefully; contact us if corrections are needed.
- Keep this letter for future reference and auditing purposes.
- Payment confirmation letters are typically not considered tax receipts unless otherwise stated.