

Information Disclosure Request Acknowledgement

Dear Requester,

We acknowledge receipt of your Information Disclosure Request. Your request has been received on [Date]. Our team will review the details and respond in accordance with our information disclosure policies.

Reference Number: [Reference Number]

If we require additional information, we will contact you using the details provided in your request form.

Your Signature:

Date:

Thank you for your request.

Sincerely,

[Company/Organization Name]

[Contact Information]