

Letter of Acknowledgment for Non-Receipt

Date: [REDACTED]

To,

[REDACTED]
[REDACTED]
[REDACTED]

Subject: [REDACTED]

Dear [REDACTED],

This is to acknowledge that we have not received the following item(s) as of today:

[REDACTED]

Kindly investigate this matter and provide an update regarding the status.
Please feel free to contact us for any additional information you may require.

Thank you for your attention to this matter.

Sincerely,

[REDACTED]
[REDACTED]
[REDACTED]