Company Letterhead

Company Name

Physical Address

Telephone Number

Email

Date (Date of letter)

Contribution Company

Address

Dear Re

RE: Acknowledgement of Supplier Development Support received

I am writing to confirm the receipt of Supplier Development in the form of (Type of contribution) from (Contribution Company) to (Beneficiary Company). This was as per the supplier development agreement signed and entered on (Date of Agreement signed). The value of the contribution was (Value) for the financial period (Financial period)

Thank you for the assistance received.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Shareholder of beneficiary Entity Name)