

# ACKNOWLEDGEMENT LETTER

To: \_\_\_\_\_

From: \_\_\_\_\_

Subject: \_\_\_\_\_

## 1. Acknowledgement of Receipt

I hereby acknowledge receipt of the document(s) provided by the sender. This acknowledgement confirms that I have received the document(s) in good order and understand the contents therein.

## 2. Confirmation of Understanding

I confirm that I have read and understood the document(s) received. I acknowledge that the information contained in the document(s) is accurate and complete to the best of my knowledge.

## 3. Obligations and Responsibilities

I agree to comply with all terms, conditions, and obligations set forth in the document(s). I acknowledge that failure to comply may result in legal consequences under the applicable laws of Australia.

## 4. Confidentiality

I undertake to maintain the confidentiality of the document(s) and any related information. I shall not disclose or use the information for any unauthorized purpose, except as permitted by law or upon prior written consent of the sender.

## 5. Legal Compliance

This Acknowledgement Letter is governed by and construed in accordance with the laws of Australia. Any disputes arising from or related to this letter shall be subject to the exclusive jurisdiction of the courts of Australia.

## 6. Effective Binding Agreement

This Acknowledgement Letter constitutes a legally binding agreement between the parties. By signing below, the undersigned confirms understanding and acceptance of all terms stated herein.

## 7. Contact Information

Please direct any questions or correspondence regarding this Acknowledgement Letter to the contact details provided below.

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**ACKNOWLEDGED BY**

**RECEIVED BY**

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Date: \_\_\_\_\_

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