

# THANK YOU LETTER

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

Recipient Address: \_\_\_\_\_

Dear Sir/Madam,

We would like to express our sincere gratitude for your recent engagement and trust in our services. Your support and confidence are highly valued and we are committed to maintaining the highest standards to meet your expectations.

Please be assured that we strive to provide you with the best experience and are always available to assist you with any inquiries or further needs you may have.

This letter serves as formal acknowledgment of our appreciation, and we look forward to continuing our mutually beneficial relationship.

## **Terms of This Letter:**

### **1. Binding Nature**

This letter constitutes a formal communication expressing appreciation and does not create any legally binding obligations or liabilities between the parties.

### **2. Confidentiality**

The content of this letter is confidential and intended solely for the recipient. Unauthorized disclosure or use of this letter is prohibited.

### **3. Governing Law**

This letter shall be governed by and construed in accordance with the laws of the Commonwealth of Australia, without regard to its conflict of laws principles.

### **4. Entire Understanding**

This letter represents the entire understanding regarding its subject matter and supersedes any prior communications or representations.

### **5. No Waiver**

Failure to enforce any provision of this letter shall not constitute a waiver of any rights or remedies herein.

### **6. Severability**

If any provision is found invalid or unenforceable, the remaining provisions shall remain in full force and effect.

Yours faithfully,

\_\_\_\_\_

Authorized Representative

Company Name

**Sender's Signature**

**Recipient's Signature**

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

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

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