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# Acknowledgement Form Sample

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

Acknowledged: \_\_\_\_\_

Contact Information: \_\_\_\_\_

## Acknowledgement Statement:

This form serves as confirmation that I have received the items or documents listed below. Each item has been inspected and confirmed.

## List of Received Items/Documents:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Additional notes: \_\_\_\_\_

Signature of Acknowledger:

\_\_\_\_\_

(Date of Signature: \_\_\_\_\_)

## Verification Checklist:

- Item 1 Verified
- Item 2 Verified

- **Item 3 Verified**