

Proof of Payment Letter

John Doe

123 Maple Street

Anytown, CA 90210

johndoe@email.com

555-123-4567

June 27, 2024

Jane Smith

789 Oak Avenue

Any City, CA 90212

Dear Jane Smith,

This letter serves as proof of payment for the transaction completed between John Doe and Jane Smith. Below are the details of the transaction for your records:

- **Date of Payment:** June 26, 2024
- **Amount:** \$200.00
- **Payment Method:** Bank Transfer
- **Purpose of Payment:** Consulting services for the month of June 2024
- **Transaction Reference Number:** 987654321

Please find attached the invoice related to the payment for your reference. This letter and the attached invoice confirm that the payment was made and received as stated above.

Should you have any questions or require further verification, please do not hesitate to contact me at johndoe@email.com or 555-123-4567.

Thank you for your attention to this matter.

Sincerely,

[John Doe's Signature (if sending a hard copy)]

John Doe