

[Date]

[Commenter Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

Re: Acknowledgment of Public Comment regarding [Proposal/Regulation/Project Name]

Dear [Commenter Name],

Thank you for submitting your comments to [Banking Institution Name] regarding [Subject of Comment]. We confirm receipt of your correspondence dated [Date of Comment].

Public input is an essential part of our decision-making process. Your feedback has been formally recorded and will be shared with the relevant departments and officials for consideration during the review period.

Please be advised that all comments submitted may be made available for public inspection or included in official reports as required by banking regulations.

If you have any further questions or wish to provide additional information, please contact our [Department Name] at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]

[Name of Official]

[Title/Position]

[Banking Institution Name]