**Acknowledgement Letter Sample for a Great Customer Service**

With this letter I would hereby like to compliment one of your employees, [Name Surname], [position] for the excellent service he/she provided me last week. Mr./Ms.[Surname] helped me to sort out my account after I revealed that there were many unauthorized debits made from it a recent period.

I have always been pleased with the service I receive at your branch office. Hence, Mr./Ms. [Surname]‘s professionalism and enthusiasm to get to the root of the issue promptly exceeded my expectations. Just within one day, your colleague resolved the issue in my benefit.

This type of professionalism and commitment to the highest level of customer’s satisfaction has to be acknowledged. Having in mind such a pleasant experience with your colleague it would be my pleasure to continue doing business with your company in the following period.

Sincerely,