

Vendor Payment Settlement Confirmation

Subject: All Clear - No Pending Dues

Hi [Vendor Company],

Hope this email finds you well!

Just wanted to confirm that we've cleared all pending payments with your company. As of today's date, there are no outstanding invoices or dues on our end.

Here's a quick summary:

- Last payment made on [Date]
- Amount: [Amount]
- All invoices up to [Invoice Date] are settled

Thanks for the great service and smooth business relationship. Looking forward to working with you again in the future!

Feel free to reach out if you need any additional documentation.

Best,

[Your Name]

[Company Name]

[Email/Phone]

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