

# Provisional Acceptance Letter

Subject: Provisional Acceptance of [Award Name]

Dear [Award Committee/Organizer Name],

I am pleased to provisionally accept the [Award Name] pending completion of any necessary documentation or confirmations required by the committee. I am honored by this recognition and excited to participate in the upcoming award events.

Please advise on any steps I need to complete to formalize the acceptance. Thank you for this honor.

Sincerely,

[Your Name]

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