

# Sample Acceptance of Agreement Between Two Parties With Changes

Dear [Recipient Name],

With regards to our agreement concerning [Topic], I would like to convey my acceptance to the majority of the points outlined in the initial draft.

That being said, I have reservations to couple of the terms and would like to suggest some changes.

[First point with suggested change]

[Second point with suggested changes]

[etc...]

It is my pleasure to inform you what I have decided to accept the agreement and all the corresponding terms.

Enclosed with letter are two signed copies of the agreement terms. Upon receiving, kindly sign both copies and return one of them to me.

Additionally, I have attached [Supporting documents if required].

As discussed and outlined in the draft, this agreement becomes in effect upon both parties signing their copies.