Formal Contractor Acceptance Letter

[Company Name]

Subject: Contractor Engagement Confirmation
Dear [Contractor Name],
We are pleased to inform you that [Company Name] has accepted your proposal for [Project/Service
Name]. Your expertise and experience align perfectly with our project requirements.
Please review the attached contract and confirm your availability to commence work on [Start Date].
We look forward to a successful collaboration.
Sincerely,
[Your Name]
[Position]

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