

Preliminary Digital Agreement

Subject: Preliminary Understanding and Agreement

Hi [Recipient Name],

Following our recent discussions, I am summarizing the key points we agreed upon to ensure clarity before formal documentation.

- [Point 1]

- [Point 2]

- [Point 3]

Please review and reply to confirm your understanding. This will help us proceed smoothly toward the final agreement.

Best regards,

[Your Name]

[Your Company]

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