

Provisional Project Agreement Letter

Subject: Preliminary Agreement for [Project Name]

Dear [Recipient Name],

This letter serves as a provisional agreement for the [Project Name], outlining the preliminary terms and responsibilities. This agreement is subject to further review and final approval.

Key points include:

- [Party A responsibilities]
- [Party B responsibilities]
- Tentative timeline: [Start Date] to [End Date]

We appreciate your prompt confirmation to proceed under these provisional terms.

Regards,

[Your Name]

[Your Position]

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