

Provisional project confirmation letter

Subject: Preliminary Confirmation of Project Engagement

Dear [Recipient's Name],

We are pleased to confirm our preliminary agreement regarding the project "[Project Name]". While certain aspects of the scope and budget are still under final review, this letter acknowledges our mutual intent to proceed with the project.

The anticipated start date is [proposed date], and we will provide a finalized schedule once pending approvals are secured. Please consider this as provisional confirmation until the final agreement is executed.

Thank you for your cooperation, and we look forward to working together.

Yours sincerely,

[Your Name]

[Your Position]

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