

Friendly project confirmation message

Subject: Project Confirmation " Excited to Begin!

Hey [Recipient's Name],

Just wanted to drop a quick note confirming that we're all set for the "[Project Name]" project. We'll be kicking off on [start date] and aiming to wrap things up by [end date].

Can't wait to get started and make this a success together. Let's do this!

Cheers,

[Your Name]

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