

Confirmation letter with attached documents

Subject: Confirmation of Project Agreement and Documents

Dear [Recipient's Name],

This letter confirms our agreement to proceed with the project "[Project Name]". Please find attached the following documents for your records:

- Signed project contract
- Detailed project plan
- Timeline and milestones

The project will begin on [start date] and conclude by [end date]. Kindly review the attachments and confirm your acknowledgment.

We are eager to move forward and appreciate your continued support.

Sincerely,

[Your Name]

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