

Side Agreement Acceptance Letter

[Your Name]

[Your Title or Position]

[Your Company/Organization Name]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company/Organization Name]

[Address]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally acknowledge and accept the terms of the side agreement that we have discussed and negotiated as an extension to our existing [main agreement/contract] dated [original agreement date]. This side agreement, which outlines additional terms and conditions to the original agreement, has been thoroughly reviewed and agreed upon by both parties.

We greatly appreciate your willingness to engage in this collaborative effort and to address the specific needs and considerations that prompted the creation of this side agreement. We are confident that this extension will further strengthen the mutually beneficial partnership between our organizations.

Please be advised that we have carefully reviewed all the clauses and provisions outlined in the side agreement, and we accept them in their entirety. We understand our responsibilities and obligations as laid out in the agreement and are committed to upholding our end of the bargain.

We believe that this side agreement will contribute significantly to the success of our joint endeavors and will lead to a positive outcome for both parties involved. We are excited to move forward with this enhanced partnership and to embark on the journey outlined in the side agreement.

To confirm our acceptance, please find attached a signed copy of the side agreement. Kindly

countersign the copy and return it to us at your earliest convenience. We look forward to the continued collaboration and growth that this agreement promises.

Thank you once again for your dedication and cooperation in making this side agreement a reality. If you have any questions or need further clarification, please do not hesitate to contact me directly.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Contact Information]