

Digital confirmation of teaming for a specific project

Subject: Confirmation of Teaming for [Project Name]

Hello [Recipient Name],

This message confirms our agreement to collaborate on [Project Name] under the terms discussed on [Date]. Both parties agree to share resources, responsibilities, and timelines as outlined in the proposal.

Please acknowledge receipt of this email to confirm mutual understanding.

Best regards,

[Your Name]

[Your Position]

[Your Company]

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