

Professional Acceptance of Work Order

Subject: Acceptance of Work Order

Dear [Recipient's Name],

We are pleased to formally acknowledge receipt and acceptance of Work Order [WO Number] dated [Date]. We confirm our commitment to execute the tasks and deliverables as outlined in the order.

Please consider this letter as confirmation that the work will commence as per the agreed schedule.

We look forward to a successful completion of this project.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/work-order-acceptance-letter-sample>