

# Manufacturing Project Deadline Confirmation

Date: [Insert Date]

[Recipient's Name]  
[Recipient's Title]  
[Company Name]  
[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to confirm the deadline for the manufacturing project we discussed during our last meeting.

The agreed-upon deadline for the completion of the project is [Insert Deadline Date]. Please let me know if there are any concerns or if any adjustments need to be made to this timeline.

Thank you for your attention to this matter. I look forward to your confirmation.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company Name]  
[Your Contact Information]