

# Confirmation of Accepted Proposal

Date: [Insert Date]

[Your Name]  
[Your Title]  
[Your Company]  
[Your Address]

[Recipient Name]  
[Recipient Title]  
[Recipient Company]  
[Recipient Address]

Dear [Recipient Name],

We are pleased to confirm the acceptance of your proposal titled "[Proposal Title]" submitted on [Proposal Submission Date]. After careful review, we believe that the proposal aligns perfectly with our objectives and we are excited to move forward.

As agreed, the project will commence on [Start Date] and is expected to conclude by [End Date]. Please find attached the signed agreement and any additional documents required to initiate the project.

Thank you for your efforts in putting this proposal together. We look forward to a successful collaboration.

Should you have any questions or require further information, please do not hesitate to contact me.

Sincerely,  
[Your Name]  
[Your Title]