

Client Engagement Acknowledgment

Date: [Insert Date]

To:

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We are pleased to acknowledge your engagement with [Your Company Name] as your [Service Description]. Your trust in our services is greatly appreciated.

As discussed, our engagement will involve the following services:

- [Service 1]
- [Service 2]
- [Service 3]

The terms of our agreement include:

1. [Term 1]
2. [Term 2]
3. [Term 3]

If you have any questions or need further clarification, please do not hesitate to contact us.

Thank you for choosing [Your Company Name]. We look forward to a fruitful collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]