

Project Collaboration Commitment Agreement

Date: [Insert Date]

To:

[Collaborator's Name]

[Collaborator's Address]

[City, State, Zip Code]

Dear [Collaborator's Name],

We are pleased to confirm our commitment to collaborating on [Project Name]. This letter outlines our mutual understanding and agreement regarding the roles, responsibilities, and contributions expected from both parties.

Project Overview

[Brief description of the project, objectives, and significance]

Roles and Responsibilities

[Your Organization's Name] will be responsible for:

- [List specific responsibilities]

[Collaborator's Organization Name] will be responsible for:

- [List specific responsibilities]

Commitment Terms

Both parties agree to the following terms:

- [List terms such as timelines, deliverables, and any financial commitments]

We believe this collaboration will be mutually beneficial and are excited to work together towards achieving our shared goals. Please confirm your acceptance of this agreement by signing below.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Contact Information]

Acceptance

By signing below, you confirm your acceptance of this commitment.

[Collaborator's Name]

[Title]

[Organization]