

Order Confirmation

Date: [Date]

To: [Subcontractor Name]

Address: [Subcontractor Address]

Project: [Project Name]

Order Number: [Order Number]

Confirmation Details

We hereby confirm the order as per the following details:

- **Scope of Work:** [Description of Work]
- **Start Date:** [Start Date]
- **Completion Date:** [Completion Date]
- **Total Amount:** [Total Amount]

Payment Terms

The payment terms are as follows:

- **Deposit:** [Deposit Percentage]% due on signing this confirmation.
- **Progress Payments:** [Details of progress payments]
- **Final Payment:** [Final Payment Terms]

Please sign and return this confirmation to indicate your acceptance of the terms outlined above.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]