

Approval Letter for Competitive Contract Bidding

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to inform you that your proposal for the architectural services for [Project Name/Description] has been officially approved. After careful consideration of the bids submitted, your qualifications and vision for the project have distinguished you as the preferred architect.

As per our discussions, the next steps will involve scheduling a project kickoff meeting to outline the timeline and objectives. We anticipate your expertise will be instrumental in the success of this project.

We look forward to working closely with you and your team. Please feel free to reach out should you have any questions or need further clarification on the project requirements.

Thank you for your commitment and professionalism.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization Name]

[Your Contact Information]