

Consultancy Service Confirmation

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to confirm our consultancy services for your environmental consulting needs as discussed on [Insert Date of Discussion]. We appreciate the opportunity to work with you on this important project.

Scope of Services:

- Environmental impact assessment
- Compliance auditing
- Site remediation strategies
- Stakeholder engagement

The project is scheduled to begin on [Start Date] and is expected to be completed by [End Date]. Our team will keep you updated on the progress and ensure that all deliverables meet your expectations.

The total fee for our services will be [Insert Fee], and a detailed invoice will be provided at the beginning of the project.

If you have any questions or require further information, please do not hesitate to contact us at [Insert Contact Information].

Thank you for choosing [Your Company Name] for your environmental consulting needs.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Contact Information]