

# Engagement Letter for Community Development Project

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to formally engage with you regarding the [Project Name] community development project. The purpose of this project is to [briefly describe the aim of the project, such as improving local infrastructure, enhancing community services, etc.].

The key objectives of our engagement are as follows:

- [Objective 1]
- [Objective 2]
- [Objective 3]

The timeline for the project is as follows:

Start Date: [Insert Start Date]

End Date: [Insert End Date]

We look forward to working collaboratively with you and utilizing your insights and expertise to ensure the success of this project. Please confirm your acceptance of this engagement by signing below.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

Agreed and accepted by:

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[Recipient's Name]

[Date]