

# Site Mobilization Confirmation

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are pleased to confirm the mobilization of our team to the project site located at [Insert Project Address] on [Insert Mobilization Date]. This mobilization will mark the commencement of our project activities as outlined in our contract.

Please ensure that the site is prepared and accessible for our team. We look forward to collaborating closely with you throughout the duration of the project.

If you have any questions or require further information, please do not hesitate to reach out.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]