

# Civil Engineering Project Timeline Confirmation

Date: [Insert Date]

To,

[Recipient Name]

[Recipient Address]

[City, State, ZIP Code]

Dear [Recipient Name],

We are writing to confirm the timeline for the upcoming civil engineering project titled "[Project Name]." As discussed in our previous meetings and correspondence, the project is scheduled to proceed as follows:

- **Project Start Date:** [Insert Start Date]
- **Site Preparation:** [Insert Duration]
- **Construction Phase:** [Insert Duration]
- **Final Inspections:** [Insert Duration]
- **Project Completion Date:** [Insert Completion Date]

Please feel free to reach out if you have any questions or need further clarification regarding this timeline. We appreciate your collaboration and look forward to a successful project.

Thank you.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]