Client Functionality Requirements

Date: [Insert Date]

To: [Client Name]

[Client Address]

Subject: Functionality Requirements for [Project Name]

Dear [Client Name],

We are pleased to present the detailed functionality requirements for the [Project Name]. Our goal is to align our development efforts with your vision and ensure the successful delivery of the project. Please find below the key functionalities we believe are necessary:

1. User Authentication

- Login/Registration with email verification

2. Dashboard

- Overview of key metrics and performance indicators

3. User Management

- Ability to add, edit, and remove users

4. Reporting

- Generate customizable reports based on user activity

5. Notifications

- Email and in-app notifications for important updates

Please review the requirements and let us know if there are any adjustments or additional functionalities you would like to discuss. We aim to move forward promptly to ensure timely delivery and satisfaction.

Thank you for your collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]