

Agreement Confirmation for Services

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

We are pleased to confirm our agreement for the services outlined below:

Service Description: [Insert Service Description]

Service Start Date: [Insert Start Date]

Service Duration: [Insert Duration]

Payment Terms: [Insert Payment Terms]

We appreciate your trust in us and look forward to providing you with excellent service.

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

Thank you for choosing [Your Company Name].

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]