

# Service Contract Confirmation

Date: [Insert Date]

To: [Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We are pleased to confirm the service contract between [Your Company Name] and [Client Name]. The details of the agreement are as follows:

## Service Details:

- Service Description: [Insert Service Description]
- Contract Start Date: [Insert Start Date]
- Contract End Date: [Insert End Date]
- Payment Terms: [Insert Payment Terms]

Please review the contract and let us know if you have any questions or require further clarification. We look forward to working with you.

Thank you for choosing [Your Company Name].

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]