Letter of Reevaluation of Architectural Agreement Terms

Date: [Insert Date]
To: [Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]
Dear [Recipient's Name],
We hope this letter finds you well. We are writing to formally request a reevaluation of the terms outlined in our current architectural agreement dated [Insert Agreement Date]. Given the changing circumstances and further developments in the project, we believe that a review of the terms may be in the best interest of both parties.
We would like to discuss the following areas in particular:
 Project Timeline Budget Adjustments Scope of Work Changes Payment Terms
Please let us know a convenient time for you to meet and discuss these matters further. We appreciate your cooperation and look forward to continuing our collaborative efforts.
Thank you for your attention to this matter.
Best regards,
[Your Name]
[Your Position]

[Your Company]

[Your Contact Information]