

Letter of Clarification

Date: [Insert Date]

To: [Client's Name]

Address: [Client's Address]

Dear [Client's Name],

Subject: Clarification of Architectural Service Agreement

We hope this letter finds you well. We are writing to clarify certain aspects of our architectural service agreement dated [Insert Date of Agreement].

1. **Scope of Services:** Our services include [briefly outline key services].
2. **Timeline:** We anticipate that the project will proceed according to the following timeline: [insert timeline specifics].
3. **Payment Terms:** As stated in the agreement, payment is due [insert payment schedule].

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

Thank you for choosing our architectural services. We look forward to a successful collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]