

# Periodic Payment Agreement Confirmation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

We are writing to confirm the agreement regarding the periodic payments as discussed. Below are the details of the payment schedule:

- Payment Amount: \$[Amount]
- Payment Schedule: [e.g., Monthly, Quarterly]
- Due Date: [Insert Due Date]
- Payment Method: [e.g., Bank Transfer, Check]

This agreement will be effective from [Start Date] and will continue until [End Date or Termination Conditions].

Please acknowledge your acceptance of these terms by signing below and returning a copy of this letter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]

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Accepted by:

\_\_\_\_\_

[Recipient's Name]

Date: \_\_\_\_\_