

# Revised Construction Schedule Confirmation

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

[Your Company Name]

[Your Company Address]

[City, State, Zip]

Dear [Recipient Name],

We are writing to confirm the revised construction schedule for the [Project Name] as discussed in our recent meeting. The updated timeline is as follows:

- Start Date: [Insert Start Date]
- Milestone 1: [Insert Milestone and Date]
- Milestone 2: [Insert Milestone and Date]
- Completion Date: [Insert Completion Date]

If you have any questions or require further changes to the schedule, please feel free to reach out.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]