

Estimate Approval for HVAC Installation

Date: [Insert Date]

To: [Contractor's Name]

[Contractor's Company Name]

[Contractor's Address]

[City, State, Zip Code]

Dear [Contractor's Name],

We are pleased to inform you that we approve your estimate for the HVAC installation project at [Property Address]. The estimated amount is [Insert Amount], as detailed in your proposal dated [Insert Proposal Date].

Please proceed with the necessary preparations to initiate the project. We request that you keep us updated on the timeline and any pertinent developments as the work progresses.

Thank you for your attention to this matter. We look forward to a successful installation.

Sincerely,

[Your Name]

[Your Company Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]