

Project Contract Confirmation

Date: [Insert Date]

[Your Company Name]

[Your Company Address]

[City, State, ZIP Code]

[Client's Name]

[Client's Company Name]

[Client's Company Address]

[City, State, ZIP Code]

Dear [Client's Name],

We are pleased to confirm our contract for the [Project Name] project. Below are the details of our agreement:

- **Project Scope:** [Brief Description of Project Scope]
- **Start Date:** [Insert Start Date]
- **Completion Date:** [Insert Completion Date]
- **Total Cost:** [Insert Total Cost]

Please review and confirm your acceptance of this contract. Should you have any questions, feel free to reach out.

Thank you for your trust in us, and we look forward to working together!

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]