

Contract Offer Clarification

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to clarify certain aspects of our recent contract offer regarding the licensing arrangement for [specific product or service]. We believe it is important to ensure that both parties have a clear understanding of the terms involved.

1. **Scope of License**: The license will cover [specific details about the scope, limitations, and rights].
2. **Duration**: The licensing agreement is intended to last for [insert duration].
3. **Royalties and Payments**: As per our offer, the royalty structure will be as follows: [insert details].
4. **Territory**: The licensing rights will be granted for the following territories: [insert territories].

Please confirm your understanding of these points or reach out if you have any additional questions or need further clarification. We value our potential collaboration and look forward to your response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]