

Contract Delivery Confirmation

Date: [Insert Date]

To:

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to confirm the delivery of the contract related to the project milestone for [Project Name] as of [Delivery Date]. This milestone includes the following deliverables:

- [Deliverable 1]
- [Deliverable 2]
- [Deliverable 3]

We appreciate your cooperation and commitment to this project. Please confirm receipt of this delivery by signing and returning the attached copy of this letter.

Thank you for your attention to this matter. We look forward to continuing our collaboration on this project.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]

Attachments: Confirmation Copy