

Contract Dependency Confirmation Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to confirm the dependencies related to our ongoing contract [Contract Number/Name], signed on [Contract Date].

As part of our commitment to ensuring timely progress, I would like to clarify the following dependencies:

- [Dependency 1]
- [Dependency 2]
- [Dependency 3]

Could you please confirm these dependencies at your earliest convenience? Your prompt response will greatly assist us in maintaining our schedule and meeting our contractual obligations.

Thank you for your attention to this matter. I look forward to your swift confirmation.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]