

Letter of Explanation for Contract Witness Role

Date: [Insert Date]

To Whom It May Concern,

I am writing to clarify my role as a witness in the contract dated [Insert Contract Date] between [Party A] and [Party B]. My involvement in this agreement is to serve as a neutral third party who will validate and attest to the signing process of the contract.

As a witness, I affirm that I have observed both parties voluntarily signing the document and that I am aware of the commitments outlined therein. I understand the importance of my role in ensuring the authenticity of this contract and am ready to provide any necessary confirmation of the signing if required.

If you have any questions or need further information about my involvement, please feel free to contact me at [Insert Contact Information].

Thank you for your attention.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]