

Contract Transfer Acceptance Confirmation

Date: [Insert Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to formally confirm the acceptance of the contract transfer regarding [specific details of the contract, e.g., "Contract No. 12345 for services"]. This transfer has been acknowledged and accepted on our end.

The terms and conditions outlined in the original contract will remain in effect unless otherwise stated. Please ensure that all future communications and responsibilities related to this contract are directed to [new contact information].

Should you have any questions or require further clarification, do not hesitate to contact us at [Your Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]

[City, State, Zip Code]