

Contract Acceptance Confirmation

Date: [Insert Date]

To,

[Recipient Name]
[Recipient Title]
[Company Name]
[Company Address]

Dear [Recipient Name],

We are pleased to inform you that we accept the terms and conditions outlined in the contract dated [Insert Contract Date], reference number [Insert Reference Number].

This confirmation signifies our commitment to the agreement and our willingness to proceed as per the outlined terms.

If you have any questions or require further clarification, please do not hesitate to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]
[Your Company Address]