

Contract Acceptance Verification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally confirm my acceptance of the contract for [Name of the Project/Service] dated [Contract Date]. I have reviewed the terms and conditions outlined within the document and agree to proceed as specified.

Thank you for the opportunity, and I look forward to our collaboration on this project.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position (if applicable)]