

# Letter of Acknowledgment

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Consulting Firm Name]

[Firm Address]

[City, State, Zip Code]

## **Subject: Acknowledgment of Consulting Offer Acceptance**

Dear [Consultant's Name],

I am writing to formally acknowledge my acceptance of the consulting offer extended to me by [Consulting Firm Name]. I appreciate the opportunity and am excited to contribute to [specific projects or initiatives] beginning on [start date].

Thank you for your trust and support. I look forward to working closely with the team and achieving our goals together.

Best regards,

[Your Name]

[Your Title/Position]