

# Client Engagement Validation

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to confirm our engagement with you for [brief description of services]. This letter serves as validation of our mutual agreement and outlines the key terms of our collaboration.

## Scope of Services

[Detailed description of services to be provided]

## Fees and Payment Terms

[Description of fees and payment schedule]

## Duration of Engagement

[Start date and expected duration of engagement]

## Confidentiality

We are committed to maintaining the confidentiality of your information as per our agreed terms.

Please sign below to acknowledge your agreement to the terms outlined above.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

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[Client's Signature] [Date]