

# Business Proposal Acceptance Confirmation

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to confirm our acceptance of your proposal dated [Insert Date of Proposal]. We look forward to collaborating on this project and believe it will yield mutually beneficial results.

Please find attached the signed agreement for your records. If you have any questions or require further clarification, feel free to reach out.

Thank you once again for this opportunity. We are excited to work together.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]