

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: [Project Name or Reference Number]

Dear [Client Contact Name],

This letter confirms your acceptance of the proposal and terms of service dated [Date of Proposal] for the above-referenced project. By signing below, you authorize [Company Name] to commence work as outlined in the attached agreement.

Please review the details, sign, and return a copy of this letter for our records.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

Client Acceptance

I, the undersigned, hereby accept the terms and conditions set forth in the agreement and authorize the commencement of services.

Signature: _____

Printed Name: [_____]

Title: [_____]

Date: _____