**Provisional Appointment for Architect** 

Subject: Provisional Appointment as Architect

Dear [Architect's Name],

We are writing to provisionally appoint you as the Architect for our proposed development, [Project

Name]. This appointment is subject to final approval of the project budget, permits, and related

documentation.

During this provisional phase, you are requested to provide initial design concepts, feasibility

assessments, and guidance on zoning regulations. Should the project proceed as planned, your role

will transition into a formal appointment with a detailed contract outlining scope and compensation.

We appreciate your cooperation and look forward to your creative input.

Warm regards,

[Your Name]

[Your Title]

[Company/Organization Name]

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