

Informal Confirmation Message for Freelance Agreement

Subject: Confirming Our Verbal Agreement

Hey [Client's Name],

Thanks for the call earlier! Just wanted to confirm that I'll be handling the [specific project/task] for [\$amount] as discussed, with a deadline of [date].

If everything sounds good, I'll start working right away. Feel free to let me know if you want to tweak anything before I begin.

Best,

[Your Name]

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