

[MUST BE ON CLIENT LETTERHEAD]

[DATE]

American Council of Engineering Companies of Pennsylvania
800 North Third Street, Suite 301
Harrisburg, PA 17102

Re: ACEC/PA 2027 Diamond Awards for Engineering Excellence

[PROJECT NAME]

[PROJECT CATEGORY]

To ACEC/PA:

This letter is provided at the request of [FIRM NAME] to confirm its role in providing engineering services for [PROJECT NAME] on behalf of [CLIENT NAME].

[BRIEF PROJECT SUMMARY PARAGRAPH]

[FIRM NAME] was responsible for providing engineering services associated with this project. The work was completed in accordance with the project objectives and requirements and contributed to the successful delivery of the project.

This letter is intended solely to verify [FIRM NAME]'s involvement and the completion of the work performed for [PROJECT NAME]. It is provided for inclusion with the firm's submission to the ACEC/PA 2027 Diamond Awards for Engineering Excellence.

Sincerely,

[CLIENT CONTACT NAME]
[TITLE]