

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Title]

FzMovies Services  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Confirmation of Services

I am writing to confirm the details of the services provided by FzMovies.  
As per our discussion on [date of discussion], the following services  
will be rendered:

1. [Service 1 Description]
2. [Service 2 Description]
3. [Service 3 Description]

The estimated timeline for the completion of these services is [mention  
timeline]. The agreed-upon fee for these services is [mention fee].

Please let me know if there are any additional details or requirements  
needed from my side. I look forward to a successful collaboration.

Thank you for your attention.

Sincerely,

[Your Name]  
[Your Job Title/Position] (if applicable)