

**Participating Utility Confirmation Letter Sample Language**

*Letter should be printed on participant's letterhead*

In accordance with the provision in The Water Research Foundation (“WRF”) Project Funding Agreement No. <\_\_\_> for the project entitled “**Project Title.....**,” this letter is to confirm that **<Utility Name>** has been informed in writing and understands the nature of the cooperative relationship for purposes of the project.

I confirm that this utility has been granted in writing the right to review the project’s use and conclusions related to our utility’s data, and that this agency has contributed in-kind, in the amount of \$\_\_\_\_\_, to this project. I further confirm that representatives from this agency have reviewed all applicable data, information from this utility and have been provided the opportunity to correct or respond to any problems uncovered by the same.

Should you have any questions regarding this letter of understanding, please contact me at  
Phone number: \_\_\_\_\_. Email: \_\_\_\_\_.

\_\_\_\_\_  
(Signature of Utility contact)

\_\_\_\_\_  
(Date)

\_\_\_\_\_ Printed Name