



# project confirmation form

Thank you for choosing to work with Resolve, we are looking forward to getting started. Before we proceed with your I.T project, we need you to provide us with the go-ahead using this form. Should you have any questions, don't hesitate to get in touch with our project team on 0114 299 4050.

<b>organisation</b>		<b>project contact</b>	
<b>address</b>		<b>project contact email address</b>	
<b>your po number</b>		<b>project value (ex. vat)</b>	

## agreement

On behalf of the organisation named above, I agree to work with Resolve IT Solutions Ltd on the project, with the value stated above.

- I authorise the Project Contact defined above to specify details of the new I.T system, including names, permissions, passwords and email access rights.
- I understand that the Project Contact will have full authorisation to specify the details of the system.
- I understand that major changes to the specification of the system, once we have passed design stage, will be chargeable as additional work.

.....  
**signature**

.....  
**your name**

.....  
**position (must be a director/company owner)**

.....  
**date**

**your email address:**

.....