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Dear [Mr./Mrs. Last Name],

I am writing to let you know how excited I am that you have entrusted me to lead the project team on the XYZ Client account. As you know, taking on additional responsibility is something that I have been working toward for quite some time. I can't express how thrilled I am to have this opportunity and how honored I feel to have been chosen. Thank you again for your vote of confidence in my abilities. You can count on me to put forth 100 percent effort on this important project, and I will work tirelessly to make sure that your needs - and those of the client - are fully met.

Sincerely,

[Your signature]