

Final Project Delivery Confirmation

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Confirmation of Final Project Delivery

Dear [Recipient's Name],

I am pleased to confirm the delivery of our final project titled "[Project Title]." This project was completed and submitted on [Submission Date].

The following deliverables were included:

- [Deliverable 1]
- [Deliverable 2]
- [Deliverable 3]

Please review the project at your earliest convenience. Should you have any questions or need further information, feel free to contact me.

Thank you for the opportunity to work on this project.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]