

# Acceptance of Project Deliverables

Date: [Insert Date]

To: [Recipient Name]

Company: [Recipient Company]

Address: [Recipient Address]

City, State, Zip: [Recipient City, State, Zip]

Dear [Recipient Name],

We are pleased to inform you that we have reviewed the submitted project deliverables and find them to be in accordance with the specifications outlined in our contract. The deliverables include:

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

We hereby accept these deliverables as complete and satisfactory. Thank you for your efforts and attention to detail in achieving the project goals. We look forward to continuing our successful collaboration in the future.

If you have any questions or require further clarification, please do not hesitate to contact us.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]