

Construction Project Completion Forecast

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

We are pleased to provide you with the completion forecast for the [Project Name] located at [Project Location]. As of the current date, the project is progressing according to the established timeline.

Current Status:

- Phase 1: [Status]
- Phase 2: [Status]
- Phase 3: [Status]

Forecasted Completion Dates:

- Phase 1: [Expected Completion Date]
- Phase 2: [Expected Completion Date]
- Phase 3: [Expected Completion Date]

We anticipate that the overall project will be completed by [Overall Completion Date]. Should there be any changes to this forecast, we will keep you informed promptly.

Thank you for your ongoing support and cooperation. If you have any questions or require further details, please feel free to contact us.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]