

# Project Completion Notification

Dear [Client's Name],

I hope this message finds you well. I am writing to formally notify you that the freelance project titled "[Project Name]" has been completed as per our agreement dated [Start Date].

Throughout this project, it has been a pleasure working together, and I appreciate the opportunity to contribute to your vision. The final deliverables have been submitted and can be accessed [insert link or location of deliverables].

As we conclude this project, I would like to remind you of the pending payment as per our agreement, which amounts to [Insert Amount]. Kindly let me know if you need any further information or documentation related to this.

Thank you once again for this opportunity. I look forward to the possibility of collaborating with you in the future.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Company Name]