Construction Project Completion Certification

Date: [Insert Date]
To: [Contractor's Name]
[Contractor's Address]
Subject: Completion Certification for [Project Name]
Dear [Contractor's Name],
We hereby certify that the construction work on the project titled "[Project Name]" located at [Project Address] has been completed in accordance with the terms and conditions outlined in the contract dated [Contract Date].
The following items have been inspected and found to be satisfactory:
• [List of inspected items or areas]
We appreciate your efforts and professionalism throughout this project. This letter serves as a formal acknowledgment that the project has been completed and all contractual obligations have been met.
Should you have any questions or require further information, please do not hesitate to reach out
Thank you.
Sincerely,
[Your Name]
[Your Title]
[Your Company Name]
[Your Contact Information]