

Construction Work Completion Advisory

Date: [Insert Date]

To: [Client's Name]

[Client's Address]

Dear [Client's Name],

We are pleased to inform you that the construction work at [Project Address/Location], carried out by [Your Company Name], has been successfully completed as of [Completion Date].

Throughout the duration of the project, we strived to maintain the highest standards of quality and safety. We hope that the results meet your expectations.

Please find attached all relevant documentation, including warranties, manuals, and compliance certificates for your review.

We appreciate your cooperation throughout this project and look forward to addressing any questions you may have. Please feel free to contact us at [Your Phone Number] or [Your Email Address].

Thank you once again for choosing [Your Company Name]. We hope you enjoy the finished work!

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Phone Number]

[Your Email Address]