

Completion Confirmation of Construction Stages

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to confirm the completion of the following stages of construction for the project located at [Project Address]:

- [Stage 1: Description] - Completed on [Date]
- [Stage 2: Description] - Completed on [Date]
- [Stage 3: Description] - Completed on [Date]

The project has progressed as scheduled and meets the quality standards as outlined in the contract.

Thank you for your cooperation and trust in us. We look forward to continuing our successful collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]