

DAY | DATE | PLACE

I hereby affirm, to the best of my knowledge and belief, based on inspections, observations, testing of the [PROJECT] and upon reports submitted by others, that this [Project Name] is substantially complete and operable. The [PROJECT] was completed in accordance with the company's issued [DETAILS].

CONTRACTOR INFORMATION

[Name]
[Company Name]
[Street Address] [City, Postal Code] Phone [phone] [email]

PROJECT NAME

Write project name here. Add further details

PROJECT DESCRIPTION

This space is provided to write project description.

Project begin date:

Substantial completion date:

Physical completion date:

Completion date

Sender Title, Company

Certified by
[PROJECT MANAGER NAME & SIGNATURE]

Date

[Type the closing]

Your Name Here,

