

Date: \_\_\_\_\_

## **Renovation Project Completion Confirmation Letter**

**Project Name** : \_\_\_\_\_

**Project Address** : \_\_\_\_\_

**Contractor** : \_\_\_\_\_

**Start Date** : \_\_\_\_\_

**Completion Date** : \_\_\_\_\_

This letter serves as formal confirmation that the renovation project referenced above has been completed as per the agreed-upon specifications, standards, and requirements stipulated in the contract. All work has been inspected and accepted by the undersigned representative(s).

Any remaining works or defects, if any, have been noted and mutually agreed upon for future rectification as per the attached list (if applicable).

By signing below, we acknowledge that the renovation project is officially complete.

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Owner/Client

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Contractor

Name: \_\_\_\_\_

Signature: \_\_\_\_\_