

Undertaking Letter FORMAT from client, for incomplete works

Below TEMPLATE to be printed on Client's LETTER-HEAD & submitted to Trakhees:

(Letter Head)

Ref:
Date:

Trakhees,
Ports, Customs & Free Zone Corporation (PCFC)
P.O Box 17000
Dragon Mart, International city

Attn: Manager – Modification and Compliance Section

Project : **(Mention the detail of project as in Modification Permit Description)**

Location: **Plot No.:**

Subject : **No objection Letter to Process Completion Certificate**

The above projects have been completed satisfactorily as per the contract terms, conditions and project specifications. We assure you that all uncompleted work mentioned on Completion Inspection report will be completed under our supervision.

Accordingly, we request CED to issue 'Modification Completion Certificate'.

Thanking you

Yours faithfully

(Signature)

(Designation) Company Stamp