Acceptance Report

Confirmation of project acceptance

PROJECT

Project name	
Date	DD.MM.YYYY
Project start	DD.MM.YYYY
Project end	DD.MM.YYYY

PARTICIPANTS

Participant	Department	Company

HANDOVER OF DOCUMENTS, PLANS, KEYS ETC.

No.	Subject
1	
2	
3	

DEFECTS IDENTIFIED

No.	Description

Name, signature
Contractor · Project management

Name, signature
Client · Management

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