**Letter of Final Acceptance – Template**

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**Template**

THIS CERTIFICATE OF FINAL ACCEPTANCE is executed this \_\_\_\_ day of \_\_\_\_\_\_, 20xx by and between (Utility) and (Agency, City, State) as to the work performed pursuant to TO No. xxx (“the Contract”) dated xx xxx 20xx, which was issued under GSA AWC Number xxxxxxxx for ECMs Project (“Project”) upon the terms and conditions set forth herein.

1. DATE OF FINAL ACCEPTANCE:

The entirety of work performed under the above referenced contract between (Utility and Agency) has been reviewed by each of the undersigned and found to be complete and ready for beneficial use and operation by the Government. The Date of Final Acceptance is also the date of commencement of contract payments as set forth in the Amortization Schedule (Attachment xx of the TO).

1. COMMENCEMENT OF PAYMENT:

(Agency), having accepted the Project, agrees to settle outstanding obligations within 30 days of receipt of invoice by remitting payment to (Utility) or its assignee under the terms of the Contract for the Project, for the balance of any amount financed, if applicable.

1. ACCEPTANCE OF WORK:

(Agency) hereby accepts all work as complete. (Agency) does hereby assume full possession thereof.

**United States (Agency)**

**BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20xx**

**NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TITLE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**