

STANDARD TEMPLATE

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To Whom it May Concern

Dear Sir/ Madam

CONFIRMATION OF SERVICE ENGAGEMENT AND COMPLETION: NOMBIZA TRADING (PTY) LTD

This letter serves to confirm that Nombiza Trading (PTY) LTD was appointed by the XYZ company for the following services;

Name and Description of Service	This needs to address the goods and or services as required in the bid.
Addresses where the services are rendered	Denel Technical Academy 8b Atlas Road, Bonaero Park Kempton Park,1622
Contract Period	Once Off
Duration/ Project Completion date	18 – 19 April 2024

We hope that you will find this in order.

Regards

XXX

Date