**APPENDIX**

**Crown Agents’ Reference: Enter CA Ref Contractor’s Reference:**

To: Enter Contractor’s Address

From: Enter End-User name

# INTERIM INSTALLATION/COMMISSIONING TAKING OVER CERTIFICATE FOR [NAME SITE(S)]

In accordance with the terms of the Contract under the above reference (“the Contract”) it is certified that the obligations of the Contractor in respect of the installation/commissioning/taking-over (delete as applicable) of the Goods for [name site(s)] in accordance with the requirements of enter applicable item no/section the above Contract have been fully and satisfactorily discharged.

Namely:

Enter details of tasks completed.

Name and Title of Authorised Signatory:

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

(Authorised Signatory for the End-User)

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

cc: [Crown Agents

 St Nicholas House

 Sutton

 Surrey

 SM1 1EL

 United Kingdom]