## **Sign Off Sheet for Work Completed**

•	Work Description:
	Completed By:
	Date of Completion:
•	Work Order Number:
Work Verification	
•	[] Work completed to satisfaction
•	[] All safety standards met
•	[] No defects found
•	[] Ready for operational use
Client Approval	
•	Client Name:
•	Signature:
•	Date:
Contractor Confirmation	
•	Contractor Name:
•	Signature:
•	Date: