

Format for Thank You Letter on Project Completion

From

R.K. Sharma

Manager,

Advent Medicines Ltd.

Mumbai

Date: 11.06.2018

To,

The Manager

Hindustan Marketing Pvt. Ltd.

Mumbai

Dear Sir,

I am writing this letter with extreme pleasure and happiness on successfully completing the project "Health Wellness Kit". I would like to congratulate all the team members of your organization for their assistance in completing the project on time and with perfection, despite so many challenges that cropped up during this process.

It was an amazing experience for our team members to work with your assistance team. The level of professionalism and dedication that they exhibited while working on the project has helped us reach to our customers across the country. And now we are expecting good sales and expansion of our present customer pool. We are hopeful of healthy returns in the very first quarter of this year which will again be an achievement for us.

The results of this project have also impressed our Chairman and he has announced to hire your company for all such future projects for next two years. We shall send you a formal letter confirming his statement. The Company has announced to host a party to celebrate the successful completion of the project. The details of this event will be shortly shared with you and we would love to have you and your team join us for making this project a success.

I again thank and appreciate your team members for their extreme support and service in completing this project. And we are hopeful that we will set new standards with our upcoming projects in future.

Congratulations on your good work!!!!

Sincerely,

R.K. Sharma

Manager,

Advent Medicines Ltd.

Sample Thank You Note After Project Completion

S Ben Porath



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The Complete Idiot's Guide to Project Management with Microsoft Project 2003 Ron Black, 2005-01-04 The Complete Idiot's Guide to Project Management with Microsoft Project 2003 provides the perfect and complete solution. Instead of just focusing on how to use the software, this title teaches readers the concepts of formal project management, then shows them how to use the most popular project management software to work through their goals, objectives, task lists, phases, tasks, milestones, charts, and summaries.

Professional Practice for Interior Designers Christine M. Piotrowski, 2020-03-05 The leading guide to the business practice of the interior design profession, updated to reflect the latest trends. For nearly thirty years, *Professional Practice for Interior Designers* has been a must-have resource for aspiring designers and practicing professionals. This revised and updated Sixth Edition continues to offer authoritative guidance related to the business of the interior design profession, from the basics to the latest topics and tools essential for planning, building, and maintaining a successful commercial or residential interior design business. Filled with business tips and best practices, illustrative scenarios, and other pedagogical tools, this revised edition contains new chapters on interior design in the global environment, building client relationships, and online marketing communications. The author also includes updated information on web and social media marketing, branding, and prospecting for global projects. Recommended by the NCIDQ for exam preparation, this Sixth Edition is an invaluable resource for early career designers or those studying to enter the profession. This important book contains three new chapters that focus on client relationships, marketing communications, and interior design in the global marketplace. Includes new or updated sections that reflect the recent trends related to social media branding, sustainable design practice, and more. Offers invaluable pedagogical tools in every chapter, including chapter objectives and material relevant for the NCIDQ. Instructors have access to an Instructor's Manual through the book's companion website.

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The Complete Sales Letter Book Rhonda Harris, Ann McIntyre, 1998-03-02 Hundreds of ready-to-use

model letters for handling various sales situations Aimed at the busy sales rep each letter can be used as it is or can be quickly modified to suit The chapters follow the progression of the sales cycle

Introduction to Interdisciplinary Studies Allen F. Repko, Rick Szostak, Michelle Phillips Buchberger, 2025-01-03 This book provides instructors and students in entry level interdisciplinary courses and thematic programs with a comprehensive introduction to interdisciplinary studies Authors Allen F Repko Rick Szostak and Michelle Phillips Buchberger introduce students to the cognitive process that interdisciplinarians use to approach complex problems and eventually arrive at more comprehensive understandings of them Students learn how to think like interdisciplinarians understand interdisciplinary processes and assess the quality of their own work Changes to the Fourth Edition include revised content on epistemology and methods more on integrative strategies reordering of some chapters new assignment ideas and new examples which include student examples and insights from the latest scholarly works

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