



Project Milestones Acceptance Letter Template

Client's Company Name: Autohall

Client's Address:

Date:

Subject: Letter of Acceptance of Project Milestones "IX-RD-PS-Autohall-01"

Dear **Manuel Segura**,

In accordance with the **Project Plan** and the agreements set out in the **Statement of Work (SOW)**, we are pleased to inform you that the **project milestones** have been completed and accepted as agreed. Below, we detail the relevant information about the **milestones achieved** and the confirmation of acceptance of each one.

Project Summary:

- **Project Name:** Implementation secure access and purchase log
- **Start Date:**
- **Project End Date:**
- **Client:** Autohall

Milestones and Acceptance of Deliverables:

The milestones of the project **and their corresponding acceptance by the client** are detailed below:

| Milestone | Description | Committed Delivery Date | Current Status | Date of Acceptance | Customer Reviews |
|------------------------------|---|-------------------------|----------------|--------------------|------------------|
| Requirements document | Detailed document with solution requirements and functional specifications. | 14/06/2024 | Approved | Date of Acceptance | Feedback |
| Architecture and estimation | Solution Architecture Preview, Components, and Cost Estimate | 28/06/2024 | Approved | Date of Acceptance | Feedback |
| Deployment and configuration | Deploy your solution to the AWS console | 02/08/2024 | Approved | Date of Acceptance | Feedback |
| Manuals and training | Training sessions and delivery of manuals to the end-user team. | 16/08/2024 | Approved | Date of Acceptance | Feedback |
| Tests | Final deployment of the solution to run a testing period and formal closure of the project. | 30/08/2024 | Approved | Date of Acceptance | Feedback |

**Confirmation of Acceptance of Milestones:**

Autohall **hereby** confirms acceptance of the milestones mentioned in the table above and their compliance as agreed. All deliverables associated with these milestones have been reviewed, validated and approved.

Gratitude:

We thank **Autohall** and its team for the ongoing collaboration and support during all phases of the project. We are satisfied with the results achieved and are confident that the delivered system will contribute to the success of your organization.

We hereby confirm acceptance of the project milestones.

Kind regards

Julio Diaz
AWS Regional Solutions Architect
Intcomex Cloud

Signature: _____

Date: _____

Customer Confirmation:

Please sign below to confirm formal acceptance of the project milestones:

Manuel Segura
Engineering Coordinator

Signature: _____

Date: _____