Hi Client name,

Say something nice. We're very pleased to deliver the FINAL [module names] for [project name] for your sign off.

As these are the FINAL versions it is expected that all BETA feedback has been implemented, audio included and QA tests passed to your requirements. If you encounter any discrepancies or issues, please don't hesitate to contact us as soon as possible.

Please also find attached:

* The feedback documents with our responses/ updates completed for your reference.
* The sign off request form/s which are due back to us by [due date].

We trust that you are proud of all the work that has gone into this project. It has been a pleasure to work with [Name/s] and we look forward to working with you again next time!