

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

Subject: No Dues Certificate

Dear [Recipient Name],

We hereby confirm that as of [date], there are no outstanding dues payable by [Recipient Company Name] to [Your Company Name].

This certificate is issued upon request and should serve as verification of cleared accounts between our two companies.

Should you require any further information, please feel free to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]