

[Your Company Letterhead]

[Date]

[Vendor's Name]

[Vendor's Address]

[City, State, Zip Code]

Subject: No Dues Certificate

Dear [Vendor's Name],

We, [Your Company Name], hereby certify that we have reviewed our records and confirm that there are no outstanding dues payable to your firm as of [Date].

Details are as follows:

- Invoice Number: [XXXXXX]

- Invoice Date: [XXXXXX]

- Amount: [XXXXXX]

- Payment Status: [Paid/Unpaid]

Should you require any further information or clarification, please feel free to contact us at [Your Contact Information].

Thank you for your partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]