

[Your Company Letterhead]

[Your Company Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: Hygiene Certificate

We are pleased to inform you that [Your Company Name] has successfully completed the necessary health and safety training and evaluations, in accordance with the relevant hygiene standards.

This letter serves as a formal Hygiene Certificate, indicating our commitment to maintaining a clean and safe environment.

Certificate Details:

- Certificate Number: [XXXXXX]
- Validity: [Start Date] to [End Date]
- Issued on: [Issue Date]

We are dedicated to upholding the highest standards of hygiene in our operations. Should you require further information or verification, please feel free to contact us at the details provided above.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Signature (if sending a hard copy)]