

[Your Company Letterhead]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company Name]

[Recipient's Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Industry-Specific Hygiene Certificate

We are pleased to inform you that [Your Company Name] has successfully completed the requirements for the [specific hygiene certification] as outlined by [certifying organization]. This certification is valid for [duration] and demonstrates our commitment to maintaining the highest hygiene standards in our operations.

Details of the certification are as follows:

- Certification Name: [Certification Name]
- Certificate Number: [Certificate Number]
- Issued Date: [Date]
- Expiry Date: [Date]

We are dedicated to ensuring the health and safety of our employees and customers through rigorous hygiene practices and continuous improvement. Please feel free to reach out if you have any questions regarding our hygiene protocols or this certification.

Thank you for your attention, and we look forward to maintaining our high standards together.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]