

[Your Name]
[Your Title]
[Your Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Recipient Organization]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Acknowledgment of NQF Certification

I am writing to formally acknowledge the successful certification of [Individual's Name/Organization's Name] under the National Qualifications Framework (NQF) for [specific qualification or program name].

We commend the dedication and effort that has been demonstrated throughout this certification process. This achievement is a testament to [his/her/their] commitment to quality and excellence in [specific field/industry].

Please find attached the necessary documentation pertaining to the certification. If you have any questions or require further information, please do not hesitate to contact me.

Congratulations once again on this significant accomplishment.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title]
[Your Organization]