ARQUIFLOW

Final completion certificate

> A guide template: it follows no format set by any authority. It gathers the content the Technical Building Code gives for the certificate; if the project needs an endorsement (visado), check with your professional association the format to submit it in.

Project details	
Project Name and location, as they appear in the project.	
Building permit The building permit under which the project was carried out: number and date.	
Developer Name or company name of the developer.	
Completion date The day the works are finished; the period for acceptance starts from it.	

Works management team and contractor	
Works director Name and qualification of the works director.	
Director of works execution Name and qualification of the director of works execution.	
Contractor The construction company that carried out the works.	

Statements
Statement of the director of works execution That they directed the material execution of the works and checked the construction and the quality of what was built, in quantity and quality, in line with the project, the technical documents that develop it and good building practice.
Statement of the works director That the building was carried out under their direction, in line with the permitted project and the technical documents that complement it, and is ready for proper use according to the use and maintenance instructions.

Annexes

Changes

The changes made during the works with the developer’s agreement, stating that they are compatible with the conditions of the permit.

Checks carried out

The list of checks carried out during the works and their results.

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Closing

Endorsement (visado) If the works require a project, the certificate is endorsed by the professional association: endorsement number and date.	

Signatures

Place, date and signature of the works director and the director of works execution.
