

Date: [Insert Date]

To: [Recipient Name/Organization]

[Address Line 1]

[Address Line 2]

Subject: Survey Defect Resolution and Clearance Letter

Reference: [Project Name/Property Address/Survey Report ID]

Dear [Contact Person Name],

This letter serves as formal notification that the survey defects identified in the report dated [Original Survey Date] have been successfully resolved and rectified.

The following defects have been addressed:

- [Defect Description 1]: Resolved on [Date]
- [Defect Description 2]: Resolved on [Date]
- [Defect Description 3]: Resolved on [Date]

A follow-up inspection was conducted on [Re-inspection Date] by [Name of Inspector/Surveyor]. It has been confirmed that all corrective actions meet the required standards and specifications. As of this date, all previously noted defects are considered cleared.

Supporting documentation, including [mention photos, test results, or receipts], is attached to this letter for your records.

Should you require any further information or additional clarification regarding these resolutions, please contact me directly at [Phone Number] or [Email Address].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Job Title]

[Your Company Name]