Date

Region Local Programs Engineer
Department of Transportation

 Contract Number
 Contract Name
 Federal Aid Number

Dear Sir:

For your information, I am sending you a copy of the contract completion letter that was sent to the ­contractor. I request inspection and acceptance of the project by WSDOT.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
(Director of Public Works)
(County Engineer)
(City Engineer)
(Local Agency Engineer)