LETTER OF WORK COMPLETED

Street address	City	State / ZIP	Date of letter	Pages
				1

PCO no.

Estimate no.

Job no.

Inspection report (PC-9) this letter refers to

Date of inspection	Date prepared	Escrow no.	Estimate approved by, and date

Recommended work

☐ All of the recommended work as set forth in the inspection report was completed.

☐ Not all of the recommended work was completed. The recommendations not completed are marked below.

Item	Recommendation (PC-9 item 21(a))	Completed	Not completed	Date done	Price
		☐	☐		
		☐	☐		
		☐	☐		
		☐	☐		
				Total for completed work	

Reason each recommendation was not completed

Work performed

Pesticides and methods used

Product	EPA Reg. No.	Method, amount, and where applied	Date

Copies sent to each party in interest named on the PC-9 (item 23)

Party	Name	Address	Date sent
Realtor/Escrow			
Owner/Seller			
Purchaser			

Signature of licensee (PCO or RME)	Printed name and license no.	Date

HRS 460J-20: "Any work contract, billing, agreement, letter of work completed, or other correspondence or document, expressing an opinion or making a statement relating to the presence or absence of termites shall refer to the report defined in section 460J-19(b). Such documents shall indicate specifically whether all of the recommended work as set forth in the inspection report was completed, or, if not, it shall indicate specifically which recommendations were not completed."