### DEP letterhead

Date

Facility Owner, Title

Company Name

Facility Address

City, State Zip

email address

RE: In-Kind/Pollution Prevention Project Completion and Case Closure Letter

 DEP vs. Respondent

 OGC File No.

 Facility/Site ID:

       County

Dear      :

This letter concerns the consent order for OGC File No.       executed on      .

Respondent elected to pursue a **Choose**  project to off-set the civil penalties by proposing a project that was submitted to the Department on      . The Department approved the project proposal on      .

The Department has evaluated the **Choose** project completion notification submitted on      . The information provided verified that the project was completed as required. The project was completed at a value of $     .

Therefore, the requirements of the Project have been fulfilled, payment for Department costs in the amount of $      have been paid, and any required corrective actions have been completed. This letter is notification that the Department closed this enforcement file on      .

The Department appreciates your efforts and cooperation in bringing this into compliance with state and federal rules. Should you have any questions or comments, please contact inspector name at      or via e-mail at      @floridadep.gov.

Sincerely,

     , Director

      District

cc: Laurie Roughton, OGC