

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Street Address]

[City, State, Zip Code]

Subject: Verification of Project Management Professional (PMP) Certification

To Whom It May Concern,

This letter is to formally verify that **[Full Name of Professional]** is a certified Project Management Professional (PMP), credentialed by the Project Management Institute (PMI).

The details of the certification are as follows:

- **Certification Number:** [PMP Number]
- **Original Certification Date:** [Month, Day, Year]
- **Current Expiration Date:** [Month, Day, Year]
- **Status:** Active

As a PMP credential holder, [Professional Name] has demonstrated the knowledge and experience necessary to lead and direct projects and has committed to ongoing professional development to maintain this status.

This certification can be independently verified through the PMI online certification registry at <https://certification.pmi.org/registry.aspx> using the name and certification number provided above.

If you require any further information, please feel free to contact [Contact Name/Department] at [Phone Number] or [Email Address].

Sincerely,

[Your Signature]

[Your Typed Name]

[Your Job Title]

[Organization Name]