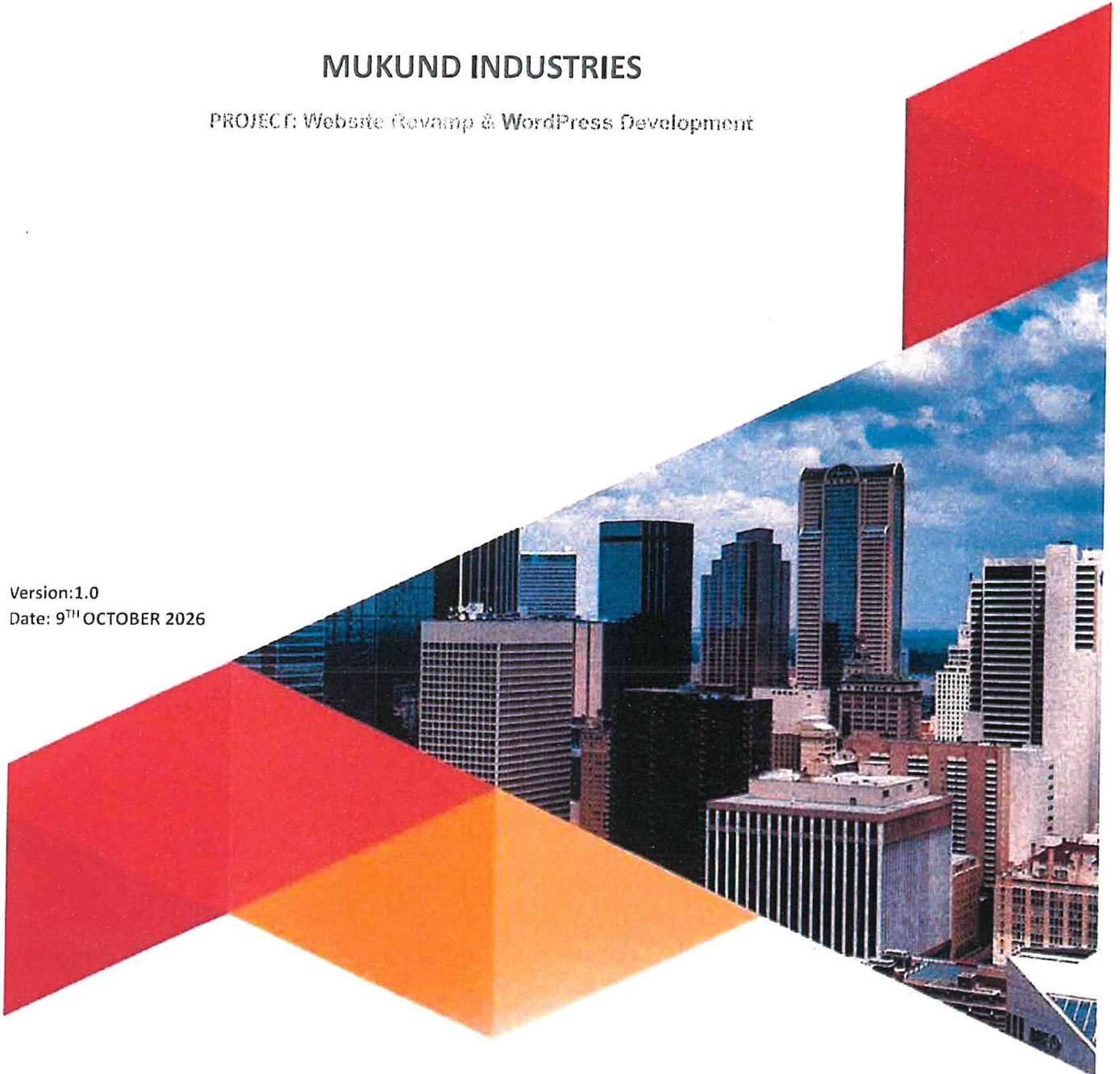


SIGN-OFF DOCUMENT **FOR**

MUKUND INDUSTRIES

PROJECT: Website Revamp & WordPress Development

Version:1.0
Date: 9TH OCTOBER 2026



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DOCUMENT DETAILS:

Company	MUKUND INDUSTRIES
Document Title	Sign-off document
Date	05/10/2026

GENERAL INFORMATION

Customer name	MUKUND INDUSTRIES
Contact Person	Ms. Karen
Email ID	

The purpose of this sign-off document is to formalize and acknowledge the completion and acceptance of the project for "MUKUND INDUSTRIES".

This document serves as an official record of the project's successful execution and handover, marking the conclusion of our efforts.

To ensure both sides have a clear understanding of the tasks, the following activities were undertaken:

ESTIMATED WORK PLAN

Serial No.	Deliverables
	WEBSITE REVAMP & WORDPRESS DEVELOPMENT
A	Framework
1	Creation of three (3) sample HTML homepage designs for the website front page.
	Client feedback and theme selection based on sample designs
B.	Website revamp
	Homepage layout design and development as per the approved theme.
	Client review and adjustments to the homepage layout
	Design and development of individual subpages aligned with the selected theme. (Total 10 Subpages)
	Feedback and revisions for each subpage to ensure visual and functional consistency

	Installation and configuration of essential plugins to enhance website performance, security and functionality.
c	Testing
	Website performance optimization — improving page speed responsiveness and loading time.
	Mobile and tablet optimization — ensuring compatibility and a seamless viewing experience across all devices.
D	Sign Off
	Final review and approval from the client upon completion of all tasks.
	Project handover and deployment to the live environment.

This sign-off document aims to ensure clarity, accountability, and transparency in the project or task completion process and to avoid any misunderstandings or disputes regarding the outcome.

PROJECT CLOSURE ACCEPTANCE	
Account Manager Mr. Saurabh Kothiyal	Client Ms. Karen
	

SIGN-OFF DOCUMENT

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