



[PARTNER LOGO]

# [Project Title]

## [Customer Title]

### [SIT or UAT] Sign-off

[DATE]

The document will serve as [SIT or UAT] sign-off confirmation for the [CUSTOMER TITLE] [PROJECT TITLE] engagement scheduled to go live [DATE].

#### Scope of Testing:

- Procurement
- Compliant Invoicing
- [insert]

#### Requirements:

- All scripted UAT tests have been completed
- All testing issues and/or go live risks are documented (below)
- [CUSTOMER] agrees to issues/risks identified being active for go live

#### Supporting Team:

- [PARTNER LEAD]
- [PARTNER CONSULTANT]
- [CUSTOMER LEAD/SIGNOFF]

#### Unresolved Testing Issues:

- [insert]
- [insert]
- [insert]

#### Identified Hypercare Risks (which will need to be managed closely):

- List them, plus any risk mitigation plans.

Risks Identified	Business Impact 1=Low 10=High	Probability 1=Low 10=High	Risk Mitigation Plan (or Risk Minimization Plan)
1.			
2.			



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