

# **Certificate of Completion (COC)**

## **Instructions**

If your purchase order indicates that a “Certificate of Completion” is required, please complete the attached form (MIDD-CE-008 (Rev 4); January 15, 2018 – all previous versions of this form are obsolete)

All fields *must* be completed.

**Submit the filled-out COC with Invoice to Accounts Payable (ap@mareislanddrydock.com)**

The COC will be circulated at MIDD for the appropriate signatures and invoice will be processed for payment.

Please ensure that the contents of the COC matches what is listed on your purchase order, or it will be rejected.

**Any invoice received without a completed & accurate Certificate  
of Completion will not be processed for payment.**

*NOTE: All previous versions of this form will not be accepted*