

# Project Handover Document

## Project Overview

Project Name

Project Manager

Date of Handover

Version/Release

Project Description

## Key Contacts

Name	Role	Email	Phone

## Deliverables

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## Outstanding Tasks

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## Known Issues / Risks

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## Access & Credentials

System/Tool	Access Details

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## Documentation List

- 1.
- 2.
- 3.

## Additional Notes