

Subcontractor Scope of Work

Date: [Date]

To: [General Contractor Name]

From: [Subcontractor Name]

Project Location: [Project Address]

Project Name: [Project Name]

Scope of Work

The following outlines the scope of work to be performed by [Subcontractor Name] for the roofing project:

- Remove existing roofing materials.
- Inspect roof structure and make necessary repairs.
- Install new roofing system as per specifications.
- Ensure proper weatherproofing and insulation.
- Conduct final inspection for quality assurance.
- Cleanup of job site after completion.

Project Schedule

Work is to commence on [Start Date] and is estimated to be completed by [End Date].

Payment Terms

Payment to be made as follows: [Payment Schedule].

Contact Information

Subcontractor Contact: [Subcontractor Contact Name]

Phone: [Subcontractor Phone]

Email: [Subcontractor Email]

We look forward to your confirmation of this scope of work.

Sincerely,

[Subcontractor Name]

[Title]

[Company Name]