

Subcontractor Site Condition Review Letter

Date: [Insert Date]

To:

[Subcontractor Name]

[Subcontractor Address]

[City, State, Zip Code]

Dear [Subcontractor Name],

Subject: Site Condition Review for [Project Name]

We are writing to you regarding the recent site condition review conducted for the [Project Name] located at [Project Address]. After careful evaluation, we would like to share our observations and any concerns that need to be addressed.

Site Condition Observations:

- Observation 1: [Description]
- Observation 2: [Description]
- Observation 3: [Description]

We kindly request that you review these conditions and provide your feedback or any corrective actions that may be necessary. It is vital that we maintain clear communication to ensure a successful project completion.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]