

# Letter of Discussion for Subcontractor Compensation

Date: [Insert Date]

To: [Subcontractor Name]  
[Subcontractor Address]  
[Subcontractor City, State, Zip Code]

Dear [Subcontractor Name],

I hope this message finds you well. I am writing to discuss the compensation for the recent services provided by your team on the [Project Name]. We appreciate the hard work and dedication you have shown throughout the duration of the project.

In light of the recent developments and the quality of work delivered, we would like to initiate a discussion regarding your compensation rate. We believe it is important to ensure that your contributions are fairly recognized and rewarded.

We suggest scheduling a meeting to discuss this matter further. Please let us know your availability for the coming week, and we will do our best to accommodate.

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

Best regards,

[Your Name]  
[Your Position]  
[Your Company]  
[Your Contact Information]