

Subcontractor Permit Application

Date: _____

To: [Construction Site Safety Coordinator]

[Company Name]

Address: [Company Address]

Dear [Safety Coordinator's Name],

I am writing to formally request a subcontractor permit for our company, [Subcontractor Company Name], to work on the [Project Name/Location] site. We understand the importance of adhering to safety standards and are committed to compliance with all safety regulations as outlined.

As part of our application, please find attached:

- Proof of insurance
- Safety compliance documents
- List of personnel involved
- Planned scope of work

We appreciate your attention to this matter and look forward to your prompt approval so we can begin our work safely and efficiently.

Thank you for considering our application. Should you have any questions or require additional information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position]

[Subcontractor Company Name]

Phone: [Your Phone Number]

Email: [Your Email Address]