

# Emergency Contact Information

Date: [Insert Date]

To Whom It May Concern,

This letter serves to provide emergency contact information for our subcontractor.

## Subcontractor Details

**Company Name:** [Subcontractor Company Name]

**Address:** [Subcontractor Address]

**Phone Number:** [Subcontractor Phone Number]

**Email:** [Subcontractor Email]

## Primary Contact for Emergencies

**Name:** [Contact Name]

**Phone Number:** [Contact Phone Number]

**Email:** [Contact Email]

## Alternate Contact

**Name:** [Alternate Contact Name]

**Phone Number:** [Alternate Contact Phone Number]

**Email:** [Alternate Contact Email]

In case of any emergency, please reach out to the contacts listed above.

Thank you,

[Your Name]

[Your Position]

[Your Company Name]

[Your Phone Number]

[Your Email]