

# Expense Estimation for Subcontractor Engagement

Date: [Insert Date]

To: [Subcontractor's Name]

[Subcontractor's Address]

Dear [Subcontractor's Name],

We are writing to provide you with an estimated expense breakdown for your engagement in the upcoming project, [Project Name]. After reviewing the project requirements, we have prepared the following estimates:

## Estimated Expenses

- Labor Costs: \$[amount]
- Materials: \$[amount]
- Transportation: \$[amount]
- Equipment Rental: \$[amount]
- Miscellaneous: \$[amount]

**Total Estimated Cost: \$[total amount]**

Please review these estimates and let us know if you have any questions or require further adjustments. We are looking forward to working together on this project.

Thank you for your attention.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]