

# Subcontractor Termination Appeal

Date: [Insert Date]

[Your Name]  
[Your Position]  
[Your Company Name]  
[Your Company Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Recipient Name]  
[Recipient Position]  
[Recipient Company Name]  
[Recipient Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally appeal the termination of our subcontractor agreement, dated [Insert Contract Date], due to alleged violations outlined in your letter dated [Insert Termination Letter Date]. I appreciate your attention to this matter and would like to offer my perspective regarding the issues raised.

[Briefly explain your perspective on the contract violations. Provide specific examples, if applicable.]

We value our partnership and take any concerns regarding contract compliance very seriously. As such, we have taken steps to address these issues promptly and implement measures to ensure full compliance moving forward. [List any corrective actions taken or proposed.]

Given these circumstances, I respectfully request a reconsideration of the termination decision. I believe that resolving this matter amicably not only benefits our respective organizations but also upholds the spirit of our partnership.

Thank you for your understanding and attention to this appeal. I am hopeful for the opportunity to discuss this matter further. Please feel free to contact me at your earliest convenience.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company Name]