

# Request for Subcontractor Manpower Assistance

Date: [Insert Date]

To: [Recipient's Name]  
[Recipient's Position]  
[Company Name]  
[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. We are currently experiencing an increased demand for manpower on our project titled [Project Name], and we are in need of additional support to ensure timely completion.

We would like to formally request your assistance in providing subcontractor manpower for the following positions:

- [Position 1 - Number of Personnel Required]
- [Position 2 - Number of Personnel Required]
- [Position 3 - Number of Personnel Required]

The assistance is needed from [Start Date] to [End Date], and we believe that your team's expertise will be invaluable during this period.

Please let us know at your earliest convenience if you can assist us with this request. We appreciate your support and look forward to working together to achieve our project goals.

Thank you for considering our request. Should you have any questions, please do not hesitate to contact me directly at [Your Phone Number] or [Your Email Address].

Sincerely,

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