

Work Schedule Notification

Date: [Insert Date]

To: [Subcontractor's Name]

Company: [Subcontractor's Company]

Address: [Subcontractor's Address]

Dear [Subcontractor's Name],

We would like to inform you about the work schedule for the upcoming project as discussed in our previous meetings. Please find the details below:

Work Schedule Details

- Project Start Date: [Insert Start Date]
- Project End Date: [Insert End Date]
- Working Hours: [Insert Working Hours]
- Location: [Insert Project Location]

We expect you to be on-site and ready to begin work according to the outlined schedule. If you have any questions or need to discuss this further, please do not hesitate to reach out.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]