

Letter of Request for Modification of Subcontractor Work

Date: [Insert Date]

To:

[Subcontractor's Name]

[Subcontractor's Address]

Dear [Subcontractor's Name],

Subject: Request for Modification of Work Standards

We hope this message finds you well. In our ongoing commitment to uphold the highest quality standards in our project, we would like to formally request a modification to the current work standards being applied to [specific project or task].

Upon recent evaluations, it has come to our attention that certain quality benchmarks are not being met, which could potentially impact the overall success of the project. Therefore, we propose the following adjustments:

- [Detail specific quality standards to be updated]
- [Detail any new procedures or materials to be used]
- [Specify timeline for implementation of changes]

We believe that these updates will enhance the quality of the work and ensure compliance with our project's specifications. We are keen to discuss this further and would appreciate your feedback and confirmation at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]