

Request for Technical Specifications

Date: [Insert Date]

To: [Subcontractor's Name]

Company: [Subcontractor's Company Name]

Address: [Subcontractor's Address]

Dear [Subcontractor's Name],

We are currently in the process of [Project Name/Description] and would like to request detailed technical specifications for the following items:

- [Item 1 Description]
- [Item 2 Description]
- [Item 3 Description]

Please include all relevant details such as dimensions, materials, compliance standards, and any other information necessary for the evaluation and execution of the project.

We appreciate your prompt attention to this matter and look forward to receiving the specifications by [Insert Deadline].

Thank you.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]