

Quarterly Performance Feedback

Date: [Insert Date]

To: [Subcontractor's Name]

Company: [Subcontractor's Company Name]

Dear [Subcontractor's Name],

As part of our commitment to ensuring the highest quality of service and collaboration, we would like to provide you with feedback on your performance for the quarter ending [Insert Quarter End Date].

Performance Highlights

- [Highlight 1]
- [Highlight 2]
- [Highlight 3]

Areas for Improvement

- [Improvement Area 1]
- [Improvement Area 2]
- [Improvement Area 3]

We appreciate your efforts in [specific project or task] and look forward to seeing improvements in the highlighted areas. Please feel free to reach out if you have any questions or if you would like to discuss this feedback further.

Thank you for your ongoing partnership and contributions.

Sincerely,
[Your Name]
[Your Position]
[Your Company Name]