

Subcontractor Scope of Work

Date: [Insert Date]

To: [Subcontractor Name]

From: [Your Company Name]

Subject: Scope of Work for [Project Name]

Project Overview

Description of the project and its objectives.

Scope of Work

- **Task 1:** Description of Task 1
- **Task 2:** Description of Task 2
- **Task 3:** Description of Task 3

Deliverables

List of deliverables to be provided by the subcontractor.

Timeline

Expected start and completion dates.

Payment Terms

Details of payment terms and conditions.

Acceptance

Please sign below to acknowledge acceptance of this scope of work.

[Subcontractor Name]

Date: _____

Contact Information

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]