

Subcontractor Progress Feedback

Date: [Insert Date]

To: [Subcontractor's Name]

From: [Your Company's Name]

Subject: Progress Feedback on [Project Name]

Dear [Subcontractor's Name],

We would like to take this opportunity to provide you with feedback on your progress regarding the [Specific Task/Project Name]. As of [Insert Date], we have observed the following:

Progress Overview

- Completion Percentage: [Insert Percentage]
- Milestones Achieved: [List Milestones]
- Challenges Encountered: [List Challenges]

Feedback

[Insert specific feedback regarding quality, efficiency, or improvement areas]

Next Steps

We recommend the following steps to enhance your progress:

- [List Next Steps or Recommendations]

We appreciate your efforts and commitment to the project, and we look forward to your continued collaboration. Please feel free to reach out to us should you have any questions or require further assistance.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]