

# Subcontractor Engagement Approval

Date: [Insert Date]

To: [Subcontractor Name]

From: [Your Company Name]

Subject: Approval of Subcontractor Engagement

Dear [Subcontractor Name],

We are pleased to inform you that your engagement as a subcontractor for the project titled "[Project Name]" has been approved. We appreciate your expertise and are looking forward to collaborating with you.

Details of the engagement are as follows:

- Project Scope: [Insert Scope]
- Start Date: [Insert Start Date]
- End Date: [Insert End Date]
- Compensation: [Insert Compensation Structure]

Please confirm your acceptance of this engagement by signing and returning a copy of this letter by [Insert Deadline]. If you have any questions, feel free to reach out to us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]