

Subcontractor Compliance Evaluation

To: [Subcontractor Name]

Date: [Date]

Dear [Subcontractor Name],

We are writing to conduct a compliance evaluation of your services as a subcontractor for [Project Name]. This assessment is crucial to ensure that all parties meet the contractual obligations and maintain the high standards expected within our partnership.

Compliance Criteria

- Adhering to Project Specifications
- Meeting Quality Control Standards
- Ensuring Health and Safety Regulations
- Timeliness of Deliverables
- Documentation and Reporting

Required Information

Please provide the following documentation by [Submission Deadline]:

1. Proof of compliance with health and safety regulations
2. Quality control reports
3. Schedule of completed milestones
4. Any relevant certifications

We appreciate your cooperation and commitment to upholding our compliance standards. Please feel free to reach out if you have any questions.

Thank you.

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