

Anti-Harassment Policy Notification

Date: [Insert Date]

To: [Contractor's Name]

Company: [Contractor's Company Name]

Address: [Contractor's Address]

Dear [Contractor's Name],

In our commitment to providing a safe and respectful workplace, we are distributing our Anti-Harassment Policy to all contractors. This policy outlines our stance against harassment in any form and our commitment to creating an environment of respect and professionalism.

Please find attached the Anti-Harassment Policy document for your review. We expect all contractors to adhere to this policy and to conduct themselves in a manner that promotes a safe working environment.

If you have any questions or concerns regarding this policy, please do not hesitate to contact [Contact Person's Name] at [Contact Person's Email/Phone].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Contact Information]