

# Construction Delay Notification

**Date:** [Insert Date]

**To:** [Insert Recipient Name]

**Company:** [Insert Company Name]

**Address:** [Insert Address]

Dear [Recipient Name],

This letter serves as a formal notification regarding a delay in the construction schedule for the project located at [Insert Project Address]. Due to unforeseen regulatory compliance issues that have arisen, we are unable to proceed as planned.

Specifically, we have encountered delays related to [briefly describe the compliance issues, e.g., permit approvals, inspections, etc.]. Despite our efforts to resolve these matters promptly, they have impacted our project timeline.

We understand the importance of adhering to the project schedule and are committed to addressing the regulatory concerns as swiftly as possible. We are currently working closely with the relevant authorities to expedite the necessary approvals.

We will continue to keep you updated on the progress of these issues and our revised schedule. Thank you for your understanding and support during this time.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]