

Subcontractor Work Authorization

Date: [Insert Date]

To: [Subcontractor's Name]

Address: [Subcontractor's Address]

Dear [Subcontractor's Name],

We hereby authorize you to proceed with the work detailed below as per the terms of our contract dated [Insert Contract Date].

Scope of Work:

[Details of the work to be performed]

Project Location:

[Location of the project]

Completion Date:

[Expected completion date]

Payment Terms:

[Details of payment arrangements]

Please acknowledge your acceptance of this authorization by signing and returning a copy of this letter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]

Accepted by:

[Subcontractor's Name]

[Date]