

Subcontractor Insurance Requirement Notification

Date: [Insert Date]

To: [Subcontractor's Name]

Company: [Subcontractor's Company Name]

Address: [Subcontractor's Address]

Dear [Subcontractor's Name],

This letter serves as a formal notification regarding the insurance requirements necessary for your subcontracting work on the [Project Name] project.

As stipulated in our agreement, you are required to maintain the following insurance coverage:

- General Liability Insurance: [Minimum Coverage Amount]
- Workers' Compensation Insurance: [State Requirements]
- Automobile Liability Insurance: [Minimum Coverage Amount]

Please ensure that all policies are in effect by [Insert Deadline Date] and that we receive the Certificates of Insurance evidencing the required coverage. Failure to comply with these requirements may result in delays or potential termination of your contract.

If you have any questions or need further clarification, please feel free to contact us at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]