Amendment Notice to Construction Agreement

Date: [Insert Date]
To: [Recipient Name]
[Recipient Address]
[City, State, ZIP Code]
Dear [Recipient Name],
Subject: Amendment Notice to Construction Agreement dated [Original Agreement Date]
This letter serves as a formal notice of amendment to the Construction Agreement executed on [Original Agreement Date], between [Your Company Name] and [Recipient Company Name].
As per our recent discussions, we propose the following amendments:
 Amendment 1: [Describe the amendment] Amendment 2: [Describe the amendment] Amendment 3: [Describe the amendment]
Please review the proposed amendments and indicate your acceptance by signing below. Upon acceptance, this notice shall constitute an integral part of the original agreement.
Sincerely,
[Your Name]
[Your Position]
[Your Company Name]
[Your Contact Information]
Acceptance of Amendment
We, [Recipient Company Name], hereby accept the amendments as stated above.
[Recipient Name]

[Recipient Position]	
Date:	