

Construction Contract Modification Confirmation

Date: [Insert Date]

To: [Contractor's Name]

[Contractor's Address]

[City, State, Zip Code]

From: [Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

Subject: Confirmation of Modification to Construction Contract

Dear [Contractor's Name],

This letter serves to formally confirm the modifications made to the construction contract dated [Original Contract Date], identified as [Contract Number]. The modifications discussed and agreed upon are as follows:

- Modification 1: [Details of the modification]
- Modification 2: [Details of the modification]
- Modification 3: [Details of the modification]

We appreciate your cooperation in accommodating these changes. Please acknowledge the receipt of this modification confirmation by signing and returning a copy of this letter.

Thank you for your attention to this matter. If you have any questions or require further clarification, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position]

[Your Company Name]

Agreement:

By signing below, you acknowledge and agree to the modifications as stated above.

[Contractor's Name]

Date: _____