

Approval Notification

Date: [Insert Date]

To: [Subcontractor Name]
[Subcontractor Address]
[City, State, ZIP Code]

Dear [Subcontractor Name],

We are pleased to inform you that your proposal for subcontracting [specific services or work] has been approved. This approval is contingent upon the completion of the necessary documentation and compliance with our company's requirements.

Please find attached the following documents for your review and signature:

- Subcontract Agreement
- Scope of Work
- Insurance Requirements

Once the documents are signed, please return them to us by [Insert Deadline]. We look forward to working together and ensuring a successful project.

If you have any questions, feel free to reach out to us directly at [Contractor Contact Information].

Best regards,

[Your Name]
[Your Title]
[Contractor Company Name]
[Contact Information]