

# Contractor Project Performance Evaluation

Date: [Insert Date]

To: [Contractor's Name]

From: [Your Name]

Subject: Performance Evaluation for [Project Name]

Dear [Contractor's Name],

We appreciate your efforts and contributions to the [Project Name] undertaken from [Start Date] to [End Date]. The purpose of this letter is to provide feedback regarding your performance on this project.

## Evaluation Criteria

- **Quality of Work:** [Insert evaluation]
- **Timeliness:** [Insert evaluation]
- **Communication:** [Insert evaluation]
- **Budget Management:** [Insert evaluation]
- **Professionalism:** [Insert evaluation]

## Overall Assessment

[Insert overall assessment of contractor's performance]

Thank you for your contributions to this project. We look forward to the possibility of working together in the future.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]