

# Request for Inspection of Defective Work

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Contractor's Name]

[Contractor's Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Contractor's Name],

I hope this letter finds you well. I am writing to formally request an inspection of the work performed on [specific project or location] due to observed defects that need to be addressed.

It has come to my attention that the following issues have arisen:

- [Describe issue one]
- [Describe issue two]
- [Describe issue three]

These defects have raised concerns regarding the quality and safety of the work completed. I request that you schedule a time to conduct an inspection at your earliest convenience to assess these problems.

Please contact me at [your phone number] or [your email address] to confirm a suitable time for the inspection. Thank you for your immediate attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]