

# Contractor Reference Check

Date: [Insert Date]

To Whom It May Concern,

I am writing to request a reference check for [Contractor's Name], who has expressed an interest in partnering with our company, [Your Company Name]. We are considering them for [mention the specific project or service].

We would appreciate it if you could provide us with insights regarding their performance, reliability, and overall professionalism during your time working together. Additionally, please include any notable projects they completed for you and your overall satisfaction with their work.

Thank you for your assistance in this matter. Your feedback is invaluable to us as we evaluate potential partnerships.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]