

Contractor Update on Weather Delay Issues

Date: [Insert Date]

To: [Client's Name]

Company: [Client's Company Name]

Address: [Client's Address]

Dear [Client's Name],

We are writing to provide you with an update regarding the impacts of recent weather conditions on our project timeline. As you are aware, the inclement weather has affected our ability to maintain the original schedule.

Due to [specific weather conditions, e.g., heavy rain, snow, etc.], we have experienced delays in [specific phases of the project affected]. We are actively monitoring the situation and implementing measures to mitigate these delays as much as possible.

Our current assessment suggests that the project completion may be delayed by approximately [insert time frame]. We are committed to maintaining open communication and will keep you updated with any further developments.

Thank you for your understanding and patience as we navigate these challenges. Please do not hesitate to reach out if you have any questions or require further information.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]