

Contractor Financial Statement Submission

Date: [Insert Date]

To: [Recipient Name]

Position: [Recipient Position]

Company: [Recipient Company]

Address: [Recipient Address]

City, State, Zip Code: [Recipient City, State, Zip]

Dear [Recipient Name],

I am writing to submit the financial statement of [Contractor Company Name] as part of the performance assessment process. Please find enclosed the required documents that detail our financial standing and operational capacity.

Enclosures:

- Balance Sheet
- Income Statement
- Cash Flow Statement
- List of Assets and Liabilities
- Any Additional Supporting Documents

We believe that these documents will provide a comprehensive overview of our financial situation and reliability as a contractor. Should you require any further information or clarification, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering our submission. We look forward to your feedback.

Sincerely,

[Your Name]

[Your Position]

[Contractor Company Name]

[Contractor Company Address]

[Contractor Company City, State, Zip]