

# Revision Request Letter

Date: [Insert Date]

To: [Contractor's Name]

Address: [Contractor's Address]

Dear [Contractor's Name],

I am writing to formally request a revision concerning the subcontractor agreement for the [Project Name] project.

Details of the requested revision:

- **Section/Clause:** [Specify section or clause]
- **Current Terms:** [Describe current terms]
- **Requested Changes:** [Describe requested changes]

We believe that these adjustments are necessary to [explain reason for the change briefly].

Thank you for considering our request. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Contact Information]