

Contractor Project Phase Demobilization Notification

Date: [Insert Date]

To: [Client's Name]
[Client's Position]
[Client's Company]
[Client's Address]

Dear [Client's Name],

We are writing to formally notify you of the impending demobilization phase of the environmental remediation project at [Project Location]. As per our contract dated [Contract Date], this letter serves to outline our plans and schedule for demobilization.

Project Summary

As you are aware, the project reached its final milestone on [Completion Date]. Following a thorough review, we have confirmed that all environmental remediation tasks have been completed successfully, achieving compliance with [Relevant Regulations/Standards].

Demobilization Schedule

Our planned demobilization activities are as follows:

- Site Clean-Up: [Insert Dates]
- Removal of Equipment: [Insert Dates]
- Restoration of Site: [Insert Dates]

Final Documentation

Upon completion of demobilization, we will provide the following documentation:

- Final Project Report
- Waste Disposal Records
- Site Restoration Verification

We appreciate the opportunity to work on this important project and look forward to your confirmation of the schedule mentioned above. Should you have any questions or need further information, please do not hesitate to contact us at [Your Contact Information].

Thank you for your cooperation.

Sincerely,
[Your Name]
[Your Position]
[Your Company]
[Your Contact Information]