

Letter of Construction Defect Liability Assertion

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally assert a claim regarding construction defects observed in the property located at [Property Address]. As the [Your Position, e.g., homeowner, property manager], I have identified specific issues that I believe fall under the liability provisions of our agreement dated [Insert Contract Date].

The defects observed include:

- [Describe the defect #1]
- [Describe the defect #2]
- [Describe the defect #3]

These issues have created significant [mention any consequences, e.g., safety concerns, increased costs], and I expect prompt attention and resolution. As per the terms outlined in our contract, I request that your team undertake the necessary repairs and rectifications.

Please respond to this assertion by [Insert Response Deadline] to discuss how we may proceed toward a resolution. Thank you for your immediate attention to this matter. I look forward to your response.

Sincerely,

[Your Name]

[Your Title]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]