

# Construction Project Warranty Dispute Resolution

Date: [Insert Date]

To:

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Warranty Dispute Resolution for [Project Name]

I hope this letter finds you well. I am writing to formally address a dispute regarding the warranty claims related to the construction project, [Project Name], which was completed on [Completion Date].

It has come to my attention that several issues including [briefly list the issues, e.g., structural defects, water leakage, etc.] have arisen that fall under the warranty provisions as outlined in our contract dated [Contract Date]. Despite multiple attempts to resolve these issues informally, a satisfactory resolution has yet to be achieved.

As stipulated in our contract, I believe it is essential to proceed with a formal dispute resolution process. I propose we follow the steps outlined in Section [insert section number] of our agreement, which include the following:

1. Notify all parties involved.
2. Schedule a meeting to discuss the issues.
3. Engage a neutral third-party mediator if necessary.

I am committed to resolving this matter amicably and professionally and would appreciate your prompt response to this letter. Please contact me at [Your Phone Number] or [Your Email Address] to discuss our next steps.

Thank you for your attention to this matter. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[Your City, State, Zip Code]