

Building Progress Assessment

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to provide you with an assessment of the progress on the [Project Name] located at [Project Address]. Based on our recent site visit conducted on [Date of Visit], we would like to outline the current status of the construction.

Progress Summary:

- Foundation Work: [Status]
- Framing: [Status]
- Roofing: [Status]
- Electrical and Plumbing: [Status]
- Interior Finishing: [Status]

Photos and Documentation:

Attached to this letter, you will find photos and documentation illustrating the current state of the project.

Next Steps:

Moving forward, we recommend the following next steps:

- [Next Step 1]
- [Next Step 2]
- [Next Step 3]

If you have any questions or need further information, please do not hesitate to contact us.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]