

Contract Variation Acceptance Letter

Date: [Insert Date]

[Subcontractor's Name]
[Subcontractor's Address]
[City, State, Zip Code]

Dear [Subcontractor's Name],

Subject: Acceptance of Contract Variation

We are writing to confirm our acceptance of the proposed variations to the contract dated [Insert Original Contract Date] regarding [specific project name or description].

After careful consideration and review of your submitted variation request dated [Insert Variation Request Date], we agree to the following adjustments:

- Adjustment Description 1: [Details]
- Adjustment Description 2: [Details]
- Adjustment Description 3: [Details]

The revised project timeline and cost implications are as follows:

- Revised Completion Date: [Insert Date]
- Adjusted Contract Amount: [Insert Amount]

Please sign and return a copy of this letter to acknowledge your acceptance of the variations as outlined above.

Thank you for your cooperation.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]

Acceptance:

[Subcontractor's Name]

Date: _____