

# Contractor Work Performance Evaluation

Date: [Insert Date]

To: [Contractor's Name]

From: [Evaluator's Name]

Subject: Work Performance Evaluation

Dear [Contractor's Name],

We appreciate your efforts and the work performed on [Project Name] from [Start Date] to [End Date]. This letter serves as a formal evaluation of your performance during this period.

## Performance Criteria:

- **Quality of Work:** [Insert Evaluation]
- **Timeliness:** [Insert Evaluation]
- **Communication:** [Insert Evaluation]
- **Adherence to Budget:** [Insert Evaluation]
- **Problem Solving:** [Insert Evaluation]

Overall, your performance was [Insert Overall Performance Rating]. We appreciate your contributions and look forward to future projects together.

If you have any questions or would like to discuss this evaluation, please do not hesitate to reach out.

Best regards,

[Evaluator's Name]

[Evaluator's Position]

[Company Name]

[Contact Information]