

[Your Company Letterhead]

[Date]

[Subcontractor's Name]

[Subcontractor's Address]

[City, State, Zip Code]

Subject: Subcontractor Compliance Confirmation

Dear [Subcontractor's Contact Name],

We appreciate your partnership as a subcontractor for [Project Name/Description]. This letter serves to confirm your compliance with the terms outlined in our agreement and the applicable regulations.

As per our contractual obligations, please ensure the following items are adhered to:

1. Compliance with all local, state, and federal laws.
2. Submission of required certifications and documentation.
3. Adherence to safety and quality standards as specified.
4. Timely submission of invoices and reports as per the agreed schedule.

Please provide us with any outstanding documentation by [Deadline Date] to ensure continued compliance.

Should you have any questions or need further assistance, do not hesitate to reach out.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]