

[Your Company Letterhead]

[Date]

[Subcontractor's Name]

[Subcontractor's Company Name]

[Subcontractor's Address]

[City, State, Zip Code]

Dear [Subcontractor's Name],

Subject: Subcontractor Relationship Agreement

We are pleased to confirm our agreement to engage your services as a subcontractor for [Project Name/Description]. This letter outlines the terms of our working relationship.

1. ****Scope of Work****

You will be responsible for [detailed description of the tasks and responsibilities].

2. ****Compensation****

You will receive [payment terms and compensation structure], payable [frequency of payment].

3. ****Duration****

The duration of our agreement will be from [start date] to [end date].

4. ****Confidentiality****

Both parties agree to maintain confidentiality regarding each other's proprietary information.

5. ****Termination****

This agreement may be terminated by either party with [number of days] written notice.

Please indicate your acceptance of this agreement by signing below and returning a copy to us.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

[Subcontractor's Name]

[Date]

[Signature]

[Optional: Additional Terms or Clauses]