

Construction Claim Letter

Subject: Construction Claim for [Project Name]

Dear [Contractor's Name],

I hope this letter finds you well. I am writing to inform you of certain issues and concerns regarding the construction project for [Project Name], which was contracted to your company. I regret to inform you that the project has not been completed according to the agreed-upon terms and specifications outlined in the contract.

Firstly, I would like to bring to your attention the significant delay in the project timeline. As per the agreed-upon contract, the completion date for the project was set for [date]. However, it is now [current date], and the project is far from completion. This delay has caused significant inconvenience and financial losses for me.

Furthermore, the quality of workmanship provided by your company has been substandard. Multiple defects and deficiencies have been identified throughout the construction process. Some of the key issues include:

1. [Describe the specific defect or deficiency]
2. [Describe the specific defect or deficiency]
3. [Describe the specific defect or deficiency]

These defects not only compromise the aesthetic appeal of the project but also pose potential safety hazards. It is essential that these issues are addressed promptly to ensure the project meets the required standards.

In light of the above concerns, I kindly request the following actions to be taken:

1. Provide a detailed explanation for the project delay and a revised completion timeline.
2. Conduct a thorough inspection of the project site and address all identified defects and deficiencies in a timely manner.
3. Compensate for the financial losses incurred due to the project delay and the additional costs associated with rectifying the defects.

4. Provide assurance that all necessary measures will be taken to prevent such issues from recurring in future projects.

I expect a prompt response within [reasonable time frame] to discuss the matter further and find a mutually agreeable solution. Failure to address these concerns adequately may leave me with no choice but to explore legal remedies to protect my rights and interests.

Please consider this letter as an official notice of claim. I have attached supporting documentation, including photographs and inspection reports, to substantiate the mentioned issues. I trust that we can resolve these matters in a professional and amicable manner.

Thank you for your attention to this matter. I look forward to hearing from you soon.

Yours sincerely,

[Your Name]