

Concise, direct digital message for claiming small-scale issues

Subject: Construction Claim Submission

Hi [Contractor Name],

We have identified issues in [Project Name], including [brief description]. Please see the attached documentation and advise on corrective steps.

Regards,

[Your Name]

[Contact Info]

Get more templates here: <https://www.lettersandtemplates.com/letters/construction-claim-letter>