

Provisional Contract Driver Agreement

Subject: Contract Driver Appointment - Provisional Agreement

Dear [Driver Name],

We are pleased to extend a provisional appointment as Contract Driver for [Project/Duration]. This appointment is subject to final approval and completion of background verification currently in progress.

Provisional Terms:

- Duration: [Start Date] to [End Date]
- Rate: [Amount] per assignment
- Vehicle provided with fuel and maintenance covered
- Performance evaluation after first month

Your provisional duties begin [Date] pending receipt of your updated driving record and completion of our safety training program. Please confirm availability and report to [Location] for document verification.

This provisional appointment may be converted to regular contract based on performance and business requirements.

Please acknowledge receipt of this letter within 48 hours.

Professionally yours,

[HR Manager]

[Company Name]

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