

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email]

[Date]

[Name of Builder/Contractor]
[Company Name]
[Address]
[City, State, Zip Code]

RE: FORMAL NOTICE OF CONSTRUCTION DEFECT - FOUNDATION SETTLEMENT

Property Address: [Your Property Address]

Dear [Name of Contact Person or Company Name],

I am writing this letter to formally notify you of significant construction defects regarding the foundation of the property located at [Your Property Address], which was constructed/renovated by your company.

Since occupying the property, I have observed the following evidence of excessive foundation settlement and structural distress:

- [Description of defect, e.g., Cracks in exterior brickwork or stucco]
- [Description of defect, e.g., Large diagonal cracks in interior drywall]
- [Description of defect, e.g., Doors and windows that no longer open or close properly]
- [Description of defect, e.g., Uneven or sloping floors]
- [Description of defect, e.g., Separation of walls from the ceiling or floor]

These conditions indicate a failure in the design, soil preparation, or construction of the foundation system. These defects breach the express and implied warranties provided at the time of sale, as well as local building codes and industry standards for workmanlike construction.

DEMAND FOR REPAIR

I hereby demand that you perform a thorough inspection of the foundation and provide a written plan for permanent remediation. This repair plan must address both the underlying cause of the settlement and the resulting cosmetic and structural damage. All repairs must be performed by qualified professionals at no cost to me.

Please contact me within [Number, e.g., 10] business days of receipt of this letter to schedule an inspection. Failure to respond or to undertake the necessary repairs in a timely manner will leave me with no choice but to pursue legal remedies, which may include filing a claim with the state

licensing board, seeking arbitration, or initiating a lawsuit for damages, including engineering costs and legal fees.

I look forward to your prompt response to resolve this matter amicably.

Sincerely,

[Your Signature]

[Your Printed Name]