

Date: [Insert Date]

To: [Contractor Name/Company Name]

Address: [Contractor Street Address]

City, State, Zip: [City, State, Zip Code]

Re: Formal Demand for Correction of Improper Site Management

Dear [Name of Contractor Representative],

This letter serves as a formal demand regarding your performance under the contract dated [Date of Contract] for the project located at [Project Site Address].

It has come to my attention that the management of the job site is currently below the agreed-upon standards and industry safety requirements. Specifically, the following issues have been identified:

- [List specific issue, e.g., Failure to remove debris and waste]
- [List specific issue, e.g., Lack of proper site security or fencing]
- [List specific issue, e.g., Improper storage of hazardous materials]
- [List specific issue, e.g., Failure to maintain a safe walkway for pedestrians/workers]

These conditions constitute a breach of your contractual obligations to maintain an orderly and safe work environment. Failure to manage the site properly increases the risk of accidents, local authority fines, and project delays.

Required Action:

I demand that you remedy the aforementioned issues immediately. The site must be brought into compliance with safety regulations and contractual cleanliness standards by [Insert Deadline Date/Time].

Please provide written confirmation by [Insert Date] that these corrective measures have been implemented. Failure to address these concerns will leave me no choice but to pursue further action, which may include stopping work, withholding payment, or terminating the contract for cause.

I expect your immediate cooperation in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]