

(CONTRACTOR'S LETTER HEAD)

NOTIFICATION OF CONSTRUCTION

PRIME CONTRACTOR: _____

ADDRESS: _____

PHONE NUMBER: _____

DATE: _____

RECIPIENTS ADDRESS: _____

TO: Whom It May Concern

RE: City Project # _____

Address: _____

This is to inform you that the construction for this project will start on _____ (Date) _____

and will be completed by approximately _____ (Date) _____.

The hours of construction on _____ street/avenue are from _____ am to _____ pm.

If you have any questions or concerns please contact _____ (Superintendent) _____

at _____ (Phone) _____, or after hours at _____ (Phone) _____, or _____ (email address) _____

Regards,

Prime Contractor

c.c. City of Surrey Engineering Inspector

Professional Engineer