RICHARDSON VAN LEEUWEN
CONSTRUCTION

SUPERINTENDENTS NOTICE OF PENDING BACK CHARGES

Referenced Project:_____

To:_____ Date:_____

Attn:_____

Project Manager Copied:_____

This is to notify you that back charges are pending against your contract, on the project reference above, for the following Reason(s).

____ Damages

____ Delays

____ Non completion

____ Back Charges by Others

____ Errors in Work

____ Noncompliance to safety laws/codes

____ Technical Problems

____ Poor Workmanship

Description and Comments:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

Back charge amounts will be charged against your contract as per company policy.

Subcontractor Signature_____ Printed Name_____

RVC Supervisor Signature_____ Printed Name_____