Chaser — subcontractor acceptance

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Verne site · fictional document

> **Fictional document — demonstration example**
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> **Fictional document**, produced for demonstration. **Letter unsent, and no crew is stopped.** Stopping a subcontractor is a site decision, with a cost, a programme and a person on the other side.

Body of the letter

Dear Sir or Madam,

On 24 July 2026 we sent you the subcontract declaration for the firm named above, for the trade and amount stated in it. You acknowledged receipt on 25 July.

To date we have received neither the acceptance of the subcontractor nor the approval of their payment terms.

Their crews have been working on site since 27 July, in accordance with the programme you approved.

We should be grateful if you would return the signed acceptance, or tell us what you are

still missing in order to do so.

What is enclosed

Document	State
Copy of the declaration of 24/07	Enclosed
Copy of the acknowledgement of 25/07	Enclosed
Acceptance form, to be returned signed	Enclosed, blank
Subcontractor's certificates	Enclosed, in date

> **The last line matters more than it looks.** A client slow to accept often cites a missing document. Enclosing them all, at the outset, removes the argument before it is made.

Flagged without being decided

Work continuing while awaiting acceptance: ☐ continues · ☐ suspended · ☐ continues, with a letter informing the subcontractor of the position

The third box exists because it is the only one that also protects the subcontractor. It is not ticked: that is a company decision.

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architecture chosen; roles and permissions are configured and accepted for the identities and systems actually connected; the events logged, their content, their retention period and who may access them are defined for the deployment chosen.