

Date …………………..

[Title and Name of Designated Contractor]

[Address]

Dear [Designated Contact with Contractor]

Re: [Project Name]

# Construction (Design & Management) Regulations 2015 – Contractor

As a Client Representative, acting on behalf of Peatland ACTION, in accordance with Regulation 5 of the Construction (Design and Management) Regulations 2015, I hereby appoint you to perform the role of Contractor in relation to the aforementioned project with immediate effect.

Under this appointment you will be required to fulfil the requirements of the Contractor described in the Construction (Design and Management) Regulations 2015. Your appointment will remain for the duration of the project or until otherwise notified of any change by ourselves.

We would be obliged if you would acknowledge your acceptance of this appointment in writing and return it to ourselves at your earliest convenience.

Should you have any queries or concerns with regard to the above, then please do not hesitate to contact us.

Yours sincerely

[Name, PA role]

[Contact details]