

Letter Notifying about Stopped Payment due to Poor Work

[Your Name]

[Address]

[Letter Date]

[Recipient's Name]

[Address]

[Subject: Subject of Letter] -Optional-

Dear [Recipient's name]

After my contract with your company to set the sewerage and water lines in my new house that is under construction, I was satisfied that the work will be done within a month since I had heard good name of your services. According to the contract, the material as well as the services was provided by you and I shall have to pay for the work only. I am sorry to say but I am disappointed with the work provided until now. I am neither satisfied with the quality of plastic pipes nor with the workmanship. I don't see your employees devoted. It seems as if they wait for the day to end and want to run away quickly. This is probably the reason they are slow too. I am so much concerned about my new house and cannot tolerate such non serious employees. As I have mentioned that I am also not satisfied with the quality of the material being used, I think the best solution for me at the moment is to stop the payments that I am making on daily basis. I will not be paying a penny more unless you improve the quality of material and your employees do the work that satisfies me. It is up to you if you wish to cancel the contract with me, however, I do not want cancellation rather improvement in work. Looking forward to see it, Thank you!

Sincerely,

[Your Name]

[Your Title] -Optional-