

(Sample Area Practice/Assignment Letter – Concrete)

*(Company Letterhead)*

*(Date)*

*(Insert affiliate)*

Re: Concrete

To Whom It May Concern:

Please be advised that it is the policy of *(JMW Contracting Corporation)* to assign concrete work to members of the Laborers' International Union of North America *(insert affiliate)*.

This includes, but is not limited to:

*(General concrete placement, vibrating and strike-off to desired grade, curing, sawing, chipping, sandblasting, grinding, patching, dry packing, bush hammering, grouting, finishing, sealing, and epoxy.)*

Should you have any questions or require additional information, please contact this office.

Sincerely,

*(Authorized Representative)*