CDM 2015 - Appointment Letter

Project Ref:…………….

Date: ………….

Dear ………..

In accordance with Regulation 5 of the Construction (Design and Management) Regulations 2015, I hereby appoint COMPANY NAME to perform the role of Principal Designer / Principal Contractor on behalf of CLIENT NAME in relation to the above project with immediate effect. Under this appointment you will be required to fulfil the requirements of Regulations 11 – 16 inclusive of the Construction (Design and Management) Regulations 2015. Your appointment will remain for the duration of the project.  
  
We would be obliged if you would sign the declaration below in acceptance of this appointment and return it to us at your earliest convenience.

Regards

Company representative / project manager

I confirm that I accept the appointment of Principal Designer / Principal Contractor on behalf of CLIENT NAME in relation to the above project with immediate effect.

Signed ………………………………………

Date …………………………………….

Company …………………………………………