

[Sender Name]
[Sender Title/Department]
[Company Name]
[Date]

[Recipient Name]
[Recipient Title]
[Recipient Organization]
[Address]

Subject: Update to Environmental Liability Estimates - [Project/Site Name]

Dear [Recipient Name],

This letter serves to provide an updated estimate of the environmental liabilities associated with [Site Name/Location] for the reporting period ending [Date].

Based on recent [site assessments/remediation progress/regulatory changes], we have adjusted our projected costs for future environmental obligations. The revised estimates are as follows:

- **Previous Estimated Liability:** \$[Amount]
- **Updated Estimated Liability:** \$[Amount]
- **Variance:** \$[Amount]

The primary drivers for this update include:

- [Reason 1: e.g., Changes in contamination levels or plume migration]
- [Reason 2: e.g., Updates in remediation technology or vendor pricing]
- [Reason 3: e.g., New legislative requirements or cleanup standards]

These figures represent our best estimate of the probable costs for [monitoring/cleanup/decommissioning] as of the current date. We will continue to monitor the site and provide further adjustments as new data becomes available during the next evaluation cycle.

Please find the detailed breakdown and supporting documentation attached to this letter.

Sincerely,

[Signature]
[Print Name]
[Company Name]