

Breach Of Agreement Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Breach of Agreement Notice

I am writing to formally notify you of your company's breach of the agreement dated [Date of Agreement], which was entered into between [Your Company Name] and [Recipient's Company Name]. As per the terms and conditions outlined in the agreement, I believe your company has failed to uphold its obligations, which has resulted in a violation of the agreed-upon terms.

The specific details of the breach are as follows:

[Describe in detail the specific clauses or provisions of the agreement that have been breached.

Provide dates, actions, or events that led to the breach. Be factual and concise in your description.]

The breach has had significant consequences for our company, leading to [explain the damages, losses, or any negative impacts experienced as a result of the breach].

In light of the above, I demand that your company takes immediate corrective actions to rectify the breach and fulfill its obligations under the agreement. I expect a written response within [give a reasonable timeframe, e.g., 14 days] of receiving this letter, outlining your plan for resolving the

breach and compensating us for the damages incurred.

If your company fails to respond or adequately address the breach within the specified timeframe, we reserve the right to pursue all available legal remedies, including but not limited to seeking damages, terminating the agreement, and taking any necessary legal action.

Please be aware that this letter is not intended to initiate any hostile action but is a formal notification of the breach and an opportunity for resolution. We remain open to discussions to find an amicable solution to this matter.

I look forward to a prompt and satisfactory resolution to this issue. If you have any questions or require any additional information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]