

# Legal Notice of Business Dispute

**From:**

[Your Name]  
[Your Position]  
[Your Company Name]  
[Company Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

**To:**

[Recipient Name]  
[Recipient Position]  
[Recipient Company Name]  
[Company Address]  
[City, State, Zip Code]

Date: [Insert Date]

Subject: Legal Notice Regarding Business Dispute

Dear [Recipient Name],

This letter serves as a formal notice concerning the ongoing business dispute between our companies regarding [briefly state the subject of the dispute]. Despite previous communications and discussions attempting to resolve this matter amicably, we find ourselves at an impasse.

We believe the following issues remain unresolved:

1. [List specific issue #1]
2. [List specific issue #2]
3. [List specific issue #3]

As per our contractual agreement dated [insert date of the contract], we request that you address these matters promptly. Failure to resolve this dispute may compel us to consider legal action to protect our interests.

We hope to settle this matter without resorting to litigation and await your response within [insert timeframe, e.g., 14 days] from the date of this letter.

Yours sincerely,  
[Your Full Name]  
[Your Position]  
[Your Company Name]