

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Subject: Formal Appeal for Restitution Due to Contract Breach

Dear [Recipient Name],

I am writing to formally appeal for restitution regarding the breach of contract dated [Contract Date], between [Your Name/Your Company Name] and [Recipient Name/Their Company Name]. The terms of the contract have not been fulfilled, specifically [mention the specific breach details].

As stated in the contract, the agreed-upon terms included [list key terms]. Unfortunately, due to the breach, I have incurred [explain any damages or losses].

In light of this, I kindly request restitution amounting to [specify the amount or remedy you seek] to rectify the situation. I believe this will comply with the obligations set forth in the contract and restore fairness.

Thank you for your attention to this matter. I look forward to your prompt response to resolve this issue amicably.

Sincerely,

[Your Name]