

Legal Notice of Contract Breach

From: [Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

To: [Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Date: [Insert Date]

Dear [Recipient Name],

Subject: Legal Notice for Compensation regarding Contract Breach

I am writing to formally notify you of a breach of contract regarding [briefly describe the contract, e.g., "the services outlined in our agreement dated [insert date]"]. As per the agreed terms, [describe the specific obligations that were not met].

Due to this breach, I have incurred [describe any damages or losses, e.g., "financial losses amounting to \$X"]. Considering the circumstances, I hereby demand compensation for these losses.

Please consider this letter as a final opportunity to remedy the situation. If I do not receive a satisfactory response by [insert date, typically within 15-30 days], I will be compelled to take legal action to seek the compensation due to me.

Thank you for your immediate attention to this matter. I hope we can resolve this issue amicably.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]