

Date: [Insert Date]

To: [Recipient's Name]

Title: [Recipient's Title]

Organization: [Recipient's Organization]

Address: [Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my concern regarding the recent pledges made by your organization. It has come to our attention that some of these commitments have not been honored, leading to uncertainty and inconvenience for our project.

We value our partnership and believe that trust is essential for continued collaboration. Please let us know how we can work together to ensure that future pledges are reliable and upheld. Your cooperation in this matter is appreciated.

Thank you for your attention to this important issue. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]