

Your Name
Your Address
City, State, Zip Code
Your Email
Your Phone Number

Date

Recipient Name
Recipient Title
Company Name
Company Address
City, State, Zip Code

Dear [Recipient Name],

I am writing to express my concerns regarding certain provisions in the contract dated [insert date] that I believe to be unfair and potentially detrimental to my interests.

Specifically, I would like to address the clause [insert specific clause or provision] which seems to disproportionately favor [mention the party that benefits]. This provision could limit my ability to [explain how it affects you], which I find concerning.

I believe it is important for both parties to engage in a fair and equitable agreement. Therefore, I kindly request a review of this clause and hope we can discuss amendments that promote a more balanced partnership.

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

Sincerely,
Your Name