

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

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

Dear [Recipient's Name],

I am writing to formally object to the unauthorized amendments made to our contractual agreement dated [Contract Date]. It has come to my attention that the following changes were implemented without my consent: [List Specific Amendments].

As per the terms of our agreement, any modifications require mutual consent. Therefore, I kindly request that these unauthorized amendments be reverted to the original terms outlined in our contract.

Please respond to this letter by [Response Deadline], confirming your understanding and agreement to rectify this situation.

Thank you for your attention to this matter.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company Name]