

# Notification of Failure to Cooperate

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally notify you of your failure to cooperate as required under [specify the agreement, contract, or context]. Despite our previous communications on [insert date(s) of previous communication], we have not received the necessary cooperation regarding [describe the specific issue].

Your cooperation is essential in order to [explain the consequences or importance of cooperation]. Please be advised that failure to address this matter by [insert deadline date] may result in [specify potential actions, consequences, or next steps].

We urge you to respond promptly to this notification. Should you have any questions or require further clarification, please feel free to reach us at [insert contact information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization]

[Your Contact Information]