

# Letter of Demand for Adjustments in Contract Stipulations

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally address certain stipulations in our existing contract dated [insert contract date], regarding [specify contract subject or purpose].

Due to [briefly explain the reason for the demand, e.g., changes in circumstances, market conditions, etc.], I believe it is necessary to revise the following terms:

- [List the specific stipulations that require adjustment]
- [Describe the proposed adjustments]

I kindly request that we arrange a meeting to discuss these concerns and come to an agreement that is satisfactory for both parties. I believe that mutual cooperation will lead to a beneficial resolution.

Please respond to this letter by [insert a date, usually within 10-14 days], so we can address this matter promptly.

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

Sincerely,

[Your Name]

[Your Title, if applicable]