

Breach of Contract Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

I hope this message finds you well. I am writing to formally notify you of a breach of our partnership agreement dated [Insert Date of Agreement]. The specific terms that have been breached include [Insert Specific Terms That Were Breached].

I kindly request that you address this matter by [Insert Deadline for Response], so we can discuss and work towards a mutually agreeable solution. Failure to remedy this breach may result in further action, as provided for in our agreement.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]