

Liability Claim Notification for Environmental Damage

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: Notification of Liability Claim for Environmental Damage

Dear [Recipient's Name],

I am writing to formally notify you of a liability claim regarding environmental damage caused by [describe the incident, e.g., discharge of pollutants, hazardous waste release] attributed to [Company/Individual Name] on [date of incident].

Details of the claim are as follows:

- **Incident Description:** [Briefly describe the incident]
- **Date of Incident:** [Date]
- **Location:** [Location of the incident]
- **Extent of Damage:** [Description of the environmental damage caused]
- **Involved Parties:** [List any other parties involved]

As a result of this incident, we have incurred [financial losses, environmental restoration costs, etc.]. We request that you take immediate action to address this matter and provide us with a written response by [specific date].

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Thank you for your prompt attention to this serious matter.

Sincerely,

[Your Name]

[Your Title, if applicable]

[Your Organization Name, if applicable]