

Letter of Request for Resolution

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a resolution regarding the issues arising from the breach of our settlement agreement dated [insert date]. It has come to my attention that [briefly describe the nature of the breach and any relevant details].

As per our agreement, I believe that we should address this matter promptly to avoid further complications. I kindly urge you to review the situation and propose a feasible solution. I am hopeful that we can resolve this amicably and avoid escalating the matter further.

Please let me know a convenient time for us to discuss this issue further. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your understanding.

Sincerely,

[Your Name]