

# Breach of Contract Resolution Proposal

**Date:** [Insert Date]

**From:** [Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

**To:** [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

**Subject:** Proposal for Resolution of Breach of Contract

I am writing to formally address the matter regarding the breach of contract dated [Insert Contract Date], pertaining to [Brief Description of the Contract].

Details of the Breach:

- [Detail 1]
- [Detail 2]
- [Detail 3]

In light of this situation, I propose the following steps for resolution:

1. [Proposed Resolution Step 1]
2. [Proposed Resolution Step 2]
3. [Proposed Resolution Step 3]

I believe this proposal can lead to an amicable resolution for both parties. Please review the suggestions and let me know a suitable time for us to discuss them further.

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

Sincerely,

[Your Name]

[Your Title, if applicable]