

# Legal Dispute Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Recipient's Address]

[City, State, Zip Code]

## Subject: Notification of Legal Dispute

Dear [Recipient's Name],

I am writing to formally notify you of a legal dispute regarding [briefly describe the nature of the dispute]. Despite our previous attempts to resolve this matter amicably, we have been unable to reach a satisfactory resolution.

The details of the dispute are as follows:

- Description of the issue
- Relevant dates
- Actions taken

Please consider this letter as an official notice that we intend to pursue our legal rights regarding this matter. We hope to resolve this dispute swiftly and amicably without the need for further legal action.

We request a response by [insert deadline] to discuss potential resolution options.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title (if applicable)]