

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Re: Enforcement of Arbitration Clause in Intellectual Property Agreement

I am writing to formally address the enforcement of the arbitration clause contained within the Intellectual Property Agreement dated [insert date] between [Your Organization] and [Recipient Organization]. As stipulated in Section [insert section number] of the agreement, disputes arising from the interpretation or implementation of this contract shall be resolved through binding arbitration.

As you are aware, we have encountered a disagreement regarding [briefly describe the nature of the dispute]. In compliance with the arbitration clause, we propose to initiate the arbitration process in accordance with the rules outlined in [insert governing law or arbitration rules].

Please confirm your willingness to engage in arbitration by [insert response date]. Should we not hear from you by this date, we may pursue further legal remedies to ensure compliance with the arbitration provision.

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

Sincerely,

[Your Name]

[Your Title]

[Your Organization]