

Partnership Conflict Notification

Date: [Insert Date]

To: [Partner's Name]

[Partner's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Partner's Name],

I am writing to formally notify you of a conflict that has arisen in our partnership regarding [briefly state the issue]. It is important that we address this matter promptly to ensure the continued success of our collaboration.

Details of the conflict are as follows:

- **Issue:** [Describe the nature of the conflict]
- **Impact:** [Explain how it affects the partnership]
- **Proposed Solution:** [Suggest a way to resolve the conflict]

I believe it is in both our best interests to have a discussion regarding this issue. Please let me know a convenient time for us to meet and resolve this conflict.

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

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]