

Intellectual Property Ownership Adjustment

Date: [Insert Date]

[Recipient Name]
[Recipient Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally address an adjustment in the ownership of the intellectual property associated with [describe the project, invention, or asset briefly].

As per our agreement dated [insert date of original agreement], it has come to our attention that [mention the reasons for the adjustment]. After careful consideration and discussion, both parties have agreed to the following adjustments:

- Ownership of [specific IP or asset] shall now rest with [new owner].
- The effective date of this change will be [insert date].
- [Any other terms related to the ownership adjustment].

We believe this adjustment will benefit both parties and continue to foster a productive collaboration. Please confirm your agreement by signing below and returning a copy of this letter to us.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]
[Your Contact Information]

Agreed and Accepted by:

[Recipient Name]
[Recipient Title]
[Date]