

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Address Line 1]

[Address Line 2]

Re: Notice of Decision Regarding Proposed Amendments to [Document/Agreement Name]

Dear [Recipient Name],

Thank you for providing the proposed amendments to the [Document/Agreement Name] dated [Date of Proposal]. We have carefully reviewed the requested changes in coordination with our legal and regulatory departments.

At this time, we are unable to accept the proposed modifications. Please be advised that our organization operates under strict agency-wide compliance policies that require standardized language across all our formal agreements. These policies are in place to ensure consistent adherence to legal mandates, industry regulations, and internal risk management protocols.

Because these internal standards apply to all partnerships and transactions without exception, we cannot deviate from the original terms provided. We understand that this may require further internal review on your part, and we are available to discuss the specific compliance requirements that necessitate this position if needed.

We value our relationship with [Recipient Organization] and hope to move forward with the current version of the document.

Sincerely,

[Your Name]

[Your Title]

[Your Agency Name]