

[Company Name]
[Department/Accounting Office]
[Date]

To: [Relevant Stakeholders/Finance Department]
From: [Name/Title]
Subject: Notice of Impairment for Property, Plant, and Equipment (PPE)

Dear [Name],

This letter serves as formal notification regarding the impairment loss recognized for the following asset(s) as of the reporting period ending [Date]:

- **Asset Name/ID:** [Insert Asset Name]
- **Asset Class:** [e.g., Machinery, Vehicles, Buildings]
- **Location:** [Insert Location]

Reason for Impairment:

Following an impairment review conducted in accordance with [Insert Accounting Standard, e.g., IAS 36 / ASC 360], it was determined that the carrying amount of the asset exceeds its recoverable amount. The primary indicators for this impairment include: [e.g., Physical damage, obsolescence, changes in market value, or legal factors].

Financial Summary:

- **Carrying Amount (Book Value):** \$[Amount]
- **Recoverable Amount (Fair Value less costs to sell / Value in use):** \$[Amount]
- **Impairment Loss to be Recognized:** \$[Amount]

Actions Taken:

The accounting records will be adjusted to reflect the new carrying value. Depreciation schedules for the remaining useful life of the asset will be revised accordingly starting from [Date].

Please review the attached assessment report for detailed calculations and supporting documentation.

Sincerely,

[Signature]
[Printed Name]
[Job Title]