

**SENT VIA [INSERT METHOD: EMAIL/CERTIFIED MAIL]**

[Date]

[Recipient Name]

[Recipient Title/Capacity]

[Recipient Address]

[City, State, Zip Code]

**RE: NOTICE OF BREACH OF SETTLEMENT AGREEMENT**

Dear [Recipient Name],

We represent [Client Name] ("our Client") in connection with the Settlement Agreement and Release executed on [Date of Agreement] (the "Agreement").

This letter serves as formal notice that you are in material breach of the Agreement. Specifically, you have failed to comply with the following provision(s):

[Insert Section Number and Description of Breach, e.g., failure to make payment due on Date / disclosure of confidential information / failure to perform specific act].

Under the terms of the Agreement, specifically Section [Insert Number], you were required to [Insert Obligation]. Your failure to perform these obligations constitutes a default.

**DEMAND FOR CURE**

Our Client demands that you remedy this breach immediately. To avoid further legal action, you must provide proof of cure no later than [Insert Number] days from the date of this letter by [Insert Required Action, e.g., delivering payment in the amount of \$XXX.XX].

**RESERVATION OF RIGHTS**

If the breach is not cured within the aforementioned timeframe, our Client intends to exercise all available legal remedies. This may include, but is not limited to, filing a lawsuit to enforce the Agreement, seeking a judgment for the full underlying amount, and recovery of attorney's fees and costs as permitted under Section [Insert Number] of the Agreement.

Please govern yourself accordingly.

Sincerely,

[Your Name]

[Law Firm Name]

[Phone Number]

[Email Address]

cc: [Client Name]