[On Company Letterhead of PARTY 1]

[PARTY 2]

[Address Line 1]

[Date]

**Notice of Expiration of Cure Period under [NAME OF AGREEMENT]**

**Dear [**ADDRESSEE**],**

Reference is made to the [NAME OF AGREEMENT], dated [DATE], between [LEGAL NAME OF YOUR PARTY] (“**we**” or “**our**”) and [LEGAL NAME OF OTHER PARTY] (“**you**” or “**your**”) (the “**Agreement**”). Unless otherwise defined, capitalized terms in this letter shall have the meanings assigned in the Agreement.

By our notice dated **[**DATE OF NOTICE], we informed you of a breach of Section [NUMBER] of the Agreement and required that the breach be cured by no later than [DEADLINE DATE] (the “**Cure Period**”). As of the date of this letter, the Cure Period has expired, and the breach remains unresolved.

In accordance with Section [NUMBER] of the Agreement, we reserve our rights to take further action, which may include [*specific remedies, e.g., termination of the Agreement, pursuing damages, or other remedies outlined in the Agreement*].

Please direct any questions regarding this matter to [NAME], [TITLE], at [EMAIL ADDRESS/PHONE NUMBER].

This letter is issued without prejudice to any of our rights or remedies, all of which are expressly reserved.

Yours faithfully,

……………………………………………………….

**Name:** [NAME]

**Title:** [TITLE]