

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Company Address]
[City, State, ZIP Code]

Subject: Notice of Intent to Pursue Legal Action

Dear [Recipient Name],

I am writing to formally notify you of my intent to pursue legal action regarding [briefly describe the issue, e.g., breach of contract, personal injury, etc.] related to my experience with the UFC.

[Provide a detailed explanation of the situation, including relevant dates, events, and any corresponding documentation or evidence.]

I believe that my claims are valid and that I have sufficient grounds to seek resolution through legal means. I request that you respond to this letter within [time frame, e.g., 30 days] to discuss potential resolution options before pursuing litigation.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Title, if applicable]
[Your Signature, if sending a hard copy]