

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Partner's Name]  
[Partner's Business Name]  
[Partner's Address]  
[City, State, Zip Code]

Dear [Partner's Name],

Subject: Ultimatum Regarding Partnership Issues

I hope this letter finds you well. I am writing to formally address some pressing concerns regarding our business partnership that require immediate attention and resolution.

As you are aware, [outline specific issues, e.g., lack of communication, unmet obligations, etc.], have been increasingly problematic and detrimental to our business operations. Despite multiple discussions on these matters, there has been little progress in finding a resolution. Given the current situation, I am compelled to issue an ultimatum. I believe it is crucial that we address these issues by [specific date, e.g., two weeks from the date of this letter]. If we are unable to resolve these matters satisfactorily by this deadline, I will have no choice but to consider [outline potential consequences, e.g., seeking legal action, withdrawing from the partnership, etc.].

I sincerely hope it does not come to that and that we can amicably resolve our differences. Please feel free to reach out to me at your earliest convenience to discuss this matter further.

Thank you for your attention to this urgent issue.

Best regards,

[Your Name]  
[Your Title/Position]  
[Your Company Name]