

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

[Recipient's Name]  
[Recipient's Title]  
[Company's Name]  
[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Notice of Ultimatum for Contract Termination

I hope this message finds you well. I am writing to formally communicate my concerns regarding the current contract between [Your Company/Your Name] and [Recipient's Company/Recipient's Name], dated [Contract Start Date].

Despite multiple verbal and written communications regarding [specific issues or breaches], I regret to inform you that satisfactory resolutions have not been reached. As a result, I am compelled to issue this ultimatum.

Therefore, I am providing you with a final notice to rectify the issues mentioned by [specific deadline date, e.g., 30 days from the date of this letter]. If a resolution is not achieved by this date, I will have no choice but to terminate our contract as per the terms outlined in Section [relevant section number] of our agreement.

I appreciate your immediate attention to this matter and hope we can resolve it amicably.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Position] (if applicable)  
[Your Company Name] (if applicable)