

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

[Ex-Spouse's Name]  
[Ex-Spouse's Address]  
[City, State, Zip Code]

Dear [Ex-Spouse's Name],

I hope this letter finds you well. I am writing to address some ongoing issues that we have yet to resolve following our separation.

It is important for me to communicate clearly my expectations regarding [specific issue, e.g., child custody arrangements, financial responsibilities, etc.]. Despite our previous discussions, it seems we have reached an impasse, and I feel compelled to set a firm timeline for resolution.

I propose that we come to an agreement on this matter by [specific date, e.g., two weeks from today]. If we are unable to reach a suitable resolution by that date, I will unfortunately have to consider [briefly outline potential actions, e.g., seeking legal assistance, filing for mediation, etc.].

I believe that we can work through these challenges together for the benefit of [mention any shared responsibilities, e.g., our children, financial stability]. I encourage you to consider this matter seriously, as it is in both our best interests to find a resolution.

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

Sincerely,  
[Your Name]