

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request a yield adjustment for my [product/service] due to [briefly explain the reason, e.g., unforeseen circumstances, market conditions, etc.]. After careful consideration and evaluation of the current situation, I believe that an adjustment is warranted.

[Provide a detailed explanation of the situation, including any relevant data or evidence that supports your request. Mention specific impacts on yield and any actions taken to mitigate these issues.]

I respectfully request that you review my case and consider adjusting the yield to better reflect the current realities. I am more than willing to discuss this matter further and provide any additional information needed to support my request.

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

Sincerely,

[Your Name]

[Your Title/Position, if applicable]