

**[Law Firm's Letterhead]**

Pk-Legal and Associates

[Address]

[City, Postal Code, Pakistan]

[Phone Number]

[Email Address]

[Date]

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**Legal Notice**

To,

[Recipient's Full Name]

[Recipient's Address]

[City, Postal Code, Pakistan]

Subject: **Legal Notice for Breach of Contract**

Dear [Recipient's Full Name],

We, the undersigned, act on behalf of our client, **[Your Client's Full Name]**, residing at **[Client's Address]**, hereinafter referred to as "our client." We have been instructed to issue this legal notice to you regarding the breach of contract dated **[Date of Contract]**, executed between our client and you.

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**1. Background**

On **[Date of Contract]**, our client and you entered into a legally binding agreement regarding **[brief description of the agreement, e.g., supply of goods/services, real estate transaction, partnership, etc.]**. As per the terms and conditions of the contract:

1. **[Summarize the key obligations of the recipient]**
2. **[Include any specific timelines, deliverables, or responsibilities agreed upon]**

Our client has diligently fulfilled all their obligations under the contract. However, you have failed to comply with the following obligations:

1. **[Detail the specific breaches, e.g., failure to deliver goods/services on time, failure to make payments, etc.]**
2. **[Additional breaches, if any]**

**2. Breach of Contract**

Your failure to comply with the terms of the contract constitutes a material breach, causing our client significant loss and damages. Despite our client's repeated attempts to

communicate with you and resolve the issue amicably, you have failed to take any action to rectify the breach or compensate our client for the losses incurred.

### 3. Relief Demanded

In light of the above, we hereby demand that you:

1. **[Specify the action required, e.g., make payment of PKR [amount] within [number of days], deliver the goods/services as agreed, etc.]**
2. **[Additional actions, if any]**

We urge you to take immediate action to fulfill your contractual obligations within **[number of days, typically 7-15 days]** from the date of receipt of this notice. Failing to comply will compel our client to initiate appropriate legal proceedings against you, including but not limited to filing a suit for breach of contract, seeking damages, and any other relief deemed appropriate under Pakistani law. You will be held responsible for all costs incurred, including legal fees and court charges.

### 4. Consequences of Non-Compliance

If you fail to comply with this notice within the stipulated time, we will proceed to file a lawsuit against you in the competent court of law without any further notice. You will bear the full responsibility for all legal costs and damages resulting from this breach.

This notice is being sent to you under instructions from our client and is without prejudice to our client's rights to initiate legal proceedings and seek any other remedies available under Pakistani law.

Yours sincerely,

**[Your Name]**

[Lawyer's Signature]

[Designation]

Pk-Legal and Associates

[Contact Information]

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### Important Notes:

1. **Proof of Delivery:** Ensure this legal notice is sent through a reliable method that provides proof of delivery, such as registered mail or courier.
2. **Record Keeping:** Keep copies of all related documents, including the contract, communications, and the proof of delivery, for future reference in legal proceedings.