

SENT VIA CERTIFIED MAIL

[Date]

[Contractor Name]

[Contractor Business Name]

[Contractor Address]

[City, State, Zip Code]

RE: Notice of Breach of Express Performance Warranty

Dear [Contractor Name],

This letter serves as formal notice that you are in breach of the express performance warranty set forth in our contract dated [Date of Contract] regarding the project located at [Project Address].

Under Section [Section Number] of the Contract, you expressly warranted that: "[Quote the specific warranty language from the contract here]."

Specifically, the work performed has failed to meet this performance standard in the following ways:

- [Description of defect or failure #1]
- [Description of defect or failure #2]

Pursuant to the terms of our agreement, you are required to remedy these defects at no additional cost to me. To date, the performance of the [system/build/equipment] remains sub-standard and does not meet the criteria promised in the contract.

Demand is hereby made that you contact my office by [Date, e.g., 5 business days from now] to schedule the necessary repairs or corrective actions. All remedial work must be completed no later than [Completion Deadline Date].

Failure to honor the express warranty by the aforementioned date will leave me with no choice but to pursue formal legal remedies. This may include hiring a substitute contractor to correct the work and seeking full reimbursement from you for those costs, as well as any legal fees incurred.

I expect your prompt cooperation in resolving this matter immediately.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]