

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Address Line 1]

[Address Line 2]

**RE: Notice of Third-Party Claim and Demand for Indemnification**

**Site Name:** [Property Name/Address]

**Brownfield Program ID:** [ID Number]

Dear [Recipient Name],

This letter serves as formal notice regarding a third-party claim received by [Your Company Name] concerning the environmental condition of the above-referenced Brownfield site.

On [Date Claim Received], [Name of Third-Party Claimant] asserted a claim alleging [briefly describe claim, e.g., migration of contaminants, soil vapor intrusion, or property value diminution]. A copy of the formal claim documentation is attached for your review.

Pursuant to the [Name of Agreement, e.g., Purchase and Sale Agreement or Remediation Agreement] dated [Date], specifically Section [Section Number] regarding Environmental Indemnification, [Your Company Name] hereby demands that you defend, indemnify, and hold us harmless against all losses, liabilities, damages, and legal expenses arising from this claim.

The alleged environmental conditions appear to relate to [Pre-existing Contamination/Specific Hazardous Substances] identified during the Brownfield cleanup process, for which you retained responsibility under the terms of our agreement.

Please provide written confirmation within [Number] business days that you will assume the defense of this matter and satisfy your indemnification obligations. We request that your legal counsel contact our office directly to coordinate the transition of this file.

We reserve all rights and remedies available under the law and the governing agreements.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

Enclosure: [List attached documents]