

**Date:** [Insert Date]

**To:** [Client Name]  
[Client Address]  
[City, State, Zip Code]

**RE: Good Faith Notice of Intent to Cure Material Breach of Conflict of Interest Waiver**

Dear [Name of Contact Person],

This letter serves as formal notice regarding the Agreement dated [Date of Agreement] between [Law Firm/Company Name] and [Client Name]. We are writing to formally acknowledge a potential material breach concerning the Conflict of Interest Waiver provisions set forth in Section [Insert Section Number] of said Agreement.

Specifically, the following circumstances have been identified as a breach of our conflict obligations: [Provide a brief, factual description of the conflict or breach].

In accordance with the cure period provided for in the Agreement, this letter constitutes our **Good Faith Notice of Intent to Cure**. We are committed to rectifying this matter promptly and maintaining the integrity of our professional relationship.

To cure this breach, we are taking the following immediate steps:

- [Step 1: e.g., Implementation of an ethical wall/screen]
- [Step 2: e.g., Withdrawal from representation of a specific party]
- [Step 3: e.g., Re-assignment of personnel]

We anticipate that these remedial actions will be completed by [Insert Date], which falls within the permitted cure period. We believe these measures will effectively resolve the conflict and prevent any prejudice to [Client Name].

We value our relationship with your organization and are available to discuss this matter further to ensure your concerns are fully addressed. Please contact [Contact Name] at [Phone Number/Email] if you have any questions regarding our remediation plan.

Sincerely,

[Your Signature]  
[Your Printed Name]  
[Your Title]  
[Law Firm/Company Name]