

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient Name]
[Recipient Title]
[Law Firm Name]
[Firm Address]
[City, State, Zip Code]

RE: Notice of Good Faith Attempt to Rectify Alleged Fiduciary Breach

Dear [Recipient Name],

I am writing to you in my capacity as a partner of [Law Firm Name] regarding certain actions and/or omissions that I believe constitute a breach of the fiduciary duties owed to the partnership and its partners. This letter serves as a formal, good faith attempt to resolve these issues internally and amicably before seeking formal legal intervention.

Specifically, the following concerns have been identified:

[Provide a concise description of the specific acts, such as self-dealing, misappropriation of firm opportunities, lack of transparency, or failure to exercise due care].

Under the Partnership Agreement dated [Date] and applicable state laws, partners owe one another the duties of loyalty, care, and good faith. I believe the aforementioned conduct is inconsistent with these obligations and has resulted in [describe harm, e.g., financial loss, reputational damage, or operational instability].

In the interest of rectifying this situation without the need for litigation, I propose the following corrective measures:

[List specific demands, e.g., an independent audit, restoration of funds, full disclosure of records, or a meeting to renegotiate specific terms].

I request a written response to this proposal or a meeting to discuss a resolution by [Insert Date, e.g., 10 business days from today]. It is my sincere hope that we can resolve this matter through transparent dialogue and restore the integrity of our professional partnership.

This communication is sent for settlement purposes only and is without prejudice to any rights or remedies I may have under law or equity.

Sincerely,

[Your Signature]

[Your Printed Name]