

[Your Name/Law Firm Name]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Expert Witness Name]

[Expert's Company, if applicable]

[Address]

[City, State, Zip Code]

RE: NOTICE OF BREACH OF CONTRACT

Case Name: [Case Name/Reference Number]

Agreement Date: [Date of Original Contract/Engagement Letter]

Dear [Expert Witness Name],

This letter serves as formal notice that you are in material breach of the expert witness agreement entered into on [Date].

Specifically, you have failed to perform the following duties as required by our contract:

- [List specific failure, e.g., Failure to provide a written expert report by the deadline of Date]
- [List specific failure, e.g., Failure to make yourself available for scheduled deposition]
- [List specific failure, e.g., Failure to review case materials necessary for testimony]

Your nonperformance has significantly prejudiced our position in this litigation and has resulted in [mention specific consequences, such as missed court deadlines or additional legal costs].

Pursuant to our agreement, we demand that you remedy this breach by performing the following actions no later than [Date/Time]:

- [Required action 1]
- [Required action 2]

If you fail to cure this breach by the date specified above, we will take immediate action to protect our interests. This may include, but is not limited to, the termination of your services for cause, the withholding of any outstanding fees, and the pursuit of legal remedies for damages incurred as a result of your nonperformance.

Please acknowledge receipt of this letter immediately and provide a written explanation regarding your intent to fulfill your contractual obligations.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]