

**DATE:** [Insert Date]

**TO:**

[Recipient Name]  
[Recipient Address]  
[City, State, Zip Code]

**FROM:**

[Your Name]  
[Your Address]  
[City, State, Zip Code]

**RE: NOTICE OF DEMAND FOR SPECIFIC PERFORMANCE**

Dear [Recipient Name],

This letter serves as a formal demand for specific performance regarding the contract entered into on [Date of Contract] concerning [Brief Description of Contract/Subject Matter].

Pursuant to Section [Insert Section Number, if applicable] of the agreement, you were obligated to perform the following actions: [Specifically describe the performance or action required].

To date, you have failed to fulfill these obligations. Monetary damages are insufficient to remedy this breach because [State reason why the item/service is unique or why money is not enough].

I hereby demand that you complete the aforementioned performance by no later than [Insert Deadline Date].

Failure to comply with this demand by the specified date will leave me with no choice but to pursue formal legal action to compel performance through a court order, as well as seeking any associated legal costs and damages.

Please govern yourself accordingly.

Sincerely,

[Your Signature]

[Your Printed Name]