**BREACH OF CONTRACT**

Sandy Donovan

Kruger Industrial Smoothing, LLC

55 Franklin Rd.

Avon, CT 06001

VIA CERTIFIED MAIL

Mr. Ashton Stewart

2299 Main St.

Bloomfield, CT 06002

Jan. 6, 20XX

Dear Mr. Stewart,

Pursuant to the contract titled “Granite Restoration Agreement” dated Nov. 14, 20XX (the “Agreement”), Kruger Industrial Smoothing, LLC has fulfilled its contractual obligations by restoring your granite countertop. Section 7 of the Agreement states that you were to provide payment in full for the services rendered by Dec. 1, 20XX. To date, you have yet to make a payment and are therefore in breach of the Agreement.

According to our records, your initial balance was $224. A late fee of $25 has been added to your balance resulting in a total payable charge of $249.

We request that you contact us immediately to arrange for the settlement of this matter. If you fail to furnish the payment by Jan. 10, 20XX, please take notice that we are prepared to seek all legal remedies necessary to recover the debt including, but not limited to, initiating a formal lawsuit against you for the mentioned claims.

Sincerely,

Sandy Donovan

Kruger Industrial Smoothing, LLC