**CURE NOTICE (SAMPLE)**

Date

Contractor Name

Contractor Address

RE: Contract Title; Notice to Effect Cure

Dear \_\_\_\_\_\_\_\_\_\_\_:

Pursuant to Section \_\_\_\_ (Termination) of the contract, [Contractor Name] is notified that the [Agency Name] considers [specify failures] a condition that is endangering performance of the contract. Therefore, unless this condition is cured within \_\_\_\_ [usually, ten (10)] business days from the date of this letter, the [Agency Name] may terminate for cause under the terms and conditions of the termination clause of this contract.

The Point-of-Contact for this matter is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who can be reached at XXX-XXX-XXXX and at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_@\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,