DATE: October, 27th 2021

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Sir/Madam,

**RE: DEMAND FOR RECOVERY OF PROPERTY**

Reference is made to the above, and I hence strictly, mandatorily and firmly write to you and demand as hereunder expressed:

**THAT FACTS** well within your knowledge is that on or about the \_\_\_\_\_ day of \_\_\_\_\_ 20­­­\_\_\_\_ an agreement for lease and use your warehouse and any other services therein as would be required of you was entered between yourself \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as the owners and me \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as the

The same has since NOT been duly executed by you for your failure to keep our properties that were in your case leading to loss of goods worth \_\_\_\_\_\_\_\_. To my dismay, you failed to deliver goods to our customers as had been previously agreed upon. This led to loss of intended customers and further loss of profits estimated at \_\_\_\_\_\_\_\_\_\_\_\_.

Our attempts to get in touch with you have since been futile. You further continue to hold our inventory worth over \_\_\_\_\_\_\_. Despite sending you a letter demanding you release the same to me, you have since gone quiet and unreachable.

In terms of our demands, we therefore demand that you deliver back to us the inventory in your possession or failure of which pay a sum of \_\_\_\_\_\_\_\_\_\_ which is the value of the good plus interest. We also demand that you pay a sum of \_\_\_\_\_\_\_\_\_\_ which are the damages suffered from your failure to deliver goods to customers.

**TAKE NOTICE** that unless I receive back the inventory (or cash compensation as herein stated) and money suffered in losses, within fourteen (14) days from the date hereof, we shall institute proceedings to recover the owed property and sum amount against you at your own risk as to costs and other concomitant consequences flowing therefrom.

Name of the company:

Company seal: \_\_\_\_\_\_\_\_\_\_