On Company Letterhead of PARTY 1]

[PARTY 2]

[Address Line 1]

[Date]

**Notice of Waiver of a Contractual Term**

We hereby notify you that the condition in Section [NUMBER] of the [*TYPE OF AGREEMENT*] is waived by the [PARTY ROLE] as of [DATE OF THIS NOTICE].

All other terms and conditions in the [*TYPE OF AGREEMENT*] remain unchanged and in full force and effect, with time continuing to be of the essence.

Capitalized terms used but not defined in this notice shall have the meanings assigned to them in the [*TYPE OF AGREEMENT*].

DATED as of the [INSERT DATE]

[PARTY 1]

By: ........................................

Name: [NAME]

Title: [TITLE]