

Business Partnership Termination Letter

Date:

To:

Subject: Termination of Business Partnership

Dear ,

This letter serves as formal notice of the termination of the business partnership between and , effective .

As per our partnership agreement, all necessary procedures and settlements will be completed by . Please contact me at your earliest convenience to finalize all outstanding matters.

Thank you for the collaboration during the course of our business relationship. I wish you success in your future endeavors.

Sincerely,