

Notice of Intent to Cancel Contract

Date:

To:

(Name of the Other Party)

(Address)

Subject: Notice of Intent to Cancel Contract

Dear ,

This letter serves as a formal notice of my intent to cancel the contract dated , entered into between and regarding .

The reason for this cancellation is as follows:

Please consider this notice in accordance with the terms stated in the contract, specifically clause . The effective date for cancellation shall be .

Kindly acknowledge receipt of this notice and arrange for any necessary finalization steps.

Sincerely,

(Your Name)

(Your Signature)