

# Freelance Contract Termination Agreement

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Client's Name]

[Client's Company Name]

[Client's Address]

[City, State, Zip Code]

## **Subject: Mutual Termination of Freelance Contract**

Dear [Client's Name],

I hope this message finds you well. I am writing to formally confirm our mutual agreement to terminate the freelance contract dated [Original Contract Date], for the project [Project Name]. After our recent discussions, we both believe that ending our contractual relationship is in the best interest of both parties.

As agreed upon, the termination will be effective as of [Termination Date]. All outstanding work and obligations on both sides will cease, and any pending payments will be settled by [Payment Due Date].

I would like to take this opportunity to express my gratitude for the collaboration we have had during the course of this project. I wish you and your company continued success in the future.

Thank you for your understanding. Please acknowledge receipt of this letter and confirm your agreement to the termination of the contract.

Sincerely,

[Your Name]

[Your Company Name (if applicable)]