

# Partnership Exit Notification

Date: [Insert Date]

To: [Partner's Name]

[Partner's Address]

Dear [Partner's Name],

I am writing to formally notify you of my decision to exit our partnership, effective [Insert Effective Date]. This was not an easy decision to make, and I appreciate the time we have spent working together.

During our time as partners, I have valued our collaboration and the accomplishments we achieved together. However, after careful consideration, I believe this is the best course of action for my future endeavors.

I am committed to ensuring a smooth transition and will fulfill all obligations related to our partnership until the effective date. I would also like to discuss how we can amicably resolve any outstanding matters.

Thank you for your understanding. I wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]