

Separation from Partnership

Date: [Insert Date]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

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

As per our partnership agreement dated [Insert Agreement Date], please find the terms for our separation as follows:

- All remaining profits and losses will be divided according to our agreed ratio up to the effective date.
- Assets will be allocated as follows: [Specify Allocation].
- Any outstanding debts will be settled prior to the final disbursement of funds.
- [Add any other relevant terms regarding the separation].

I believe this course of action is in the best interest of both parties. I appreciate your understanding and cooperation during this transition. Please feel free to reach out if you have any questions or if further discussion is needed.

Thank you for your partnership and the experiences we've shared.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Contact Information]