

Discontinuation Notice

Date: [Insert Date]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Client's Name],

We regret to inform you that, effective [Last Service Date], we will be discontinuing the software services provided to you under the agreement dated [Agreement Date]. This decision has been made after careful consideration and is part of our ongoing efforts to streamline our services.

We appreciate the opportunity to have served you, and we are committed to ensuring a smooth transition. If you have any questions or require assistance during this period, please do not hesitate to reach out to us.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]