

Termination of Marketing Partnership

Date: [Insert Date]

[Recipient's Name]
[Recipient's Position]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally notify you of the termination of our marketing partnership collaboration between [Your Company Name] and [Recipient's Company Name], effective [Termination Date].

This decision has been made after careful consideration and is consistent with the terms outlined in our partnership agreement signed on [Start Date]. We value the time and efforts put into our collaboration; however, we believe it is in the best interest of both parties to part ways at this juncture.

Please let us know if there are any remaining obligations we should fulfill before the termination date. We hope to maintain a positive relationship moving forward and wish you continued success in your endeavors.

Thank you for your understanding.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]
[Your Phone Number]
[Your Email Address]