

Partnership Disengagement Letter

Date: [Insert Date]

To: [Vendor's Name]

From: [Your Company Name]

Subject: Partnership Disengagement

Dear [Vendor's Name],

We hope this message finds you well. We are writing to formally inform you that [Your Company Name] has decided to disengage from our partnership with [Vendor's Name], effective [Effective Date].

This decision has not been made lightly, and we appreciate the services you have provided during our collaboration. However, after careful consideration, we believe it is in the best interest of our company to pursue alternative options.

Please consider this letter as our official notice for the conclusion of our partnership, as per the terms outlined in our agreement.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]