

# Contractor Termination Notice

Date: [Insert Date]

[Contractor's Name]

[Contractor's Address]

## **Subject: Termination of Contract for Unsatisfactory Work Quality**

Dear [Contractor's Name],

We regret to inform you that we are terminating our contract, effective immediately, due to unsatisfactory work quality observed during your tenure on the project [Project Name/Description].

Despite previous discussions about these quality concerns and attempts to rectify the issues, we have not seen the necessary improvements. We value the standards we uphold and must ensure that our projects reflect the highest quality.

Please return any company property and settle any outstanding matters by [specific date].

Thank you for your efforts.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]