

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Termination of Contract Due to Breach

Dear [Recipient's Name],

I am writing to formally notify you of the termination of our contract dated [Contract Date], due to a breach of agreement as stipulated in Section [Section Number] of the contract.

Despite previous communications regarding the breaches, specifically [describe breaches], we have not seen any remediation or response from your side. As a result, I am compelled to terminate the agreement effective immediately.

Please return any materials or confidential information associated with the contract within [number of days] days. Failure to do so may result in further action.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]