

Contract Discontinuation Letter

Date: [Insert Date]

[Employee's Name]

[Employee's Address]

[City, State, Zip Code]

Dear [Employee's Name],

We hope this message finds you well. We would like to take this opportunity to thank you for your hard work and dedication during the [specific season] season at [Company Name]. Your efforts have been greatly appreciated.

This letter serves as formal notification that your seasonal employment with [Company Name] will be concluding on [End Date] as per the terms outlined in your employment contract.

If you have any questions regarding your final paycheck or any other concerns, please do not hesitate to reach out to the HR department.

We wish you all the best in your future endeavors and hope to see you again next season.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]