

# Withdrawal from Supply Contract

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally notify you of my withdrawal from the supply contract dated [Insert Contract Date], for the supply of [Insert Goods/Services].

As per the terms of the contract, I am providing this notice in accordance with the required notice period and all obligations related to the withdrawal will be fulfilled accordingly.

Please confirm receipt of this letter and the termination of the contract.

Thank you for your attention to this matter.

Sincerely,

[Your Name]