

# Distributor Agreement Termination Letter

Date: [Insert Date]

[Distributor Name]  
[Distributor Address]  
[City, State, Zip Code]

Dear [Distributor Name],

We hereby confirm that both parties mutually agree to terminate the Distributor Agreement entered into on [Insert Agreement Date], effective as of [Insert Termination Date].

This decision is made in the spirit of cooperation and understanding between our companies. We appreciate your efforts and partnership during the term of our agreement.

We have agreed that all outstanding obligations between us will be settled by [Insert Settlement Date]. This includes any outstanding orders, payments, and return of any company property.

We wish you all the best in your future endeavors and appreciate the professionalism demonstrated throughout our business relationship.

Thank you for your understanding.

Sincerely,  
[Your Name]  
[Your Title]  
[Your Company Name]  
[Your Company Address]  
[City, State, Zip Code]