

# Termination Notice

Date: [Insert Date]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Company Name]

[Recipient's Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We hereby notify you of the termination of our logistics services agreement effective [Insert Termination Date]. This decision is made in accordance with the terms of our agreement.

We appreciate the services provided by your team and wish you the best moving forward.

Please confirm the receipt of this notice.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]