

Breach of Contract Termination Letter

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Freelancer's Name]
[Freelancer's Address]
[City, State, Zip Code]

Dear [Freelancer's Name],

Subject: Termination of Contract Due to Breach

I am writing to formally notify you that I am terminating our freelance agreement dated [Insert Contract Date], due to a breach of contract on your part. Specifically, [Describe the breach, e.g., failure to deliver work on time, not meeting specified requirements, etc.].

As per Section [Insert Section Number] of our agreement, I reserved the right to terminate the contract in the event of non-compliance. Despite previous communications regarding this issue on [Insert Dates of Previous Communications], the matter has not been resolved.

Effective immediately, this termination is in accordance with the terms stated in the contract. I request that you cease all work related to our agreement and provide me with any outstanding deliverables or materials you may have.

Thank you for your attention to this matter. I hope to resolve this situation amicably but will consider further action if necessary.

Sincerely,

[Your Name]
[Your Title or Position]