

Termination of Photography Services

Date: [Insert Date]

To: [Client's Name]

Address: [Client's Address]

Dear [Client's Name],

We regret to inform you that we will be terminating our photography services effective [Termination Date]. This decision was not made lightly, and we appreciate the opportunity to work with you.

Please settle any outstanding invoices by [Payment Due Date]. We are happy to assist you with any final arrangements needed during this transition.

Thank you for your understanding and support during our collaboration.

Sincerely,

[Your Name]

[Your Photography Business Name]

[Your Phone Number]

[Your Email Address]