

Joint Venture Partnership Dissolution Letter

Date: [Insert Date]

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

[Partner's Name]
[Partner's Position]
[Partner's Company Name]
[Partner's Company Address]
[City, State, Zip Code]

Dear [Partner's Name],

We are writing to formally announce the dissolution of our joint venture partnership, [Joint Venture Name], effective [Dissolution Date]. After careful consideration and discussion, we believe this decision is in the best interest of both parties.

We appreciate the collaboration and efforts that have gone into our joint venture and acknowledge the achievements we have made together. Please review the terms and conditions outlined in our initial agreement regarding dissolution procedures, including the distribution of assets and liabilities.

We propose to meet on [Proposed Meeting Date] to discuss the next steps and ensure a smooth transition. Please confirm your availability, and do not hesitate to reach out if you have any questions or concerns.

Thank you for your understanding and cooperation.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Position]
[Your Company Name]