

# Termination of Joint Venture

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to formally notify you of the termination of the joint venture agreement between [Your Company Name] and [Recipient Company Name], effective [Insert Termination Date]. This decision has been made after careful consideration and aligns with our strategic business objectives.

We appreciate the partnership we have shared and value the efforts made by both parties during the course of this joint venture. We believe that this decision will allow both companies to concentrate on their individual goals.

Please let us know how we can assist in the seamless transition of responsibilities and any remaining obligations outlined in our agreement.

Thank you for your cooperation and understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]