

# Bailment Contract Termination Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Termination of Bailment Contract

I am writing to formally notify you of the termination of the bailment contract dated [Insert Contract Date] between us concerning the [Description of the item(s) involved].

According to the terms of our agreement, I am providing you with [Insert Notice Period, if applicable] notice of termination. The final date for the return of the bailed property is set for [Insert Return Date].

Please arrange for the pickup of the items at your earliest convenience. Should you have any questions or require further discussion, feel free to contact me using the information provided above.

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]