

Letter of Termination of Aviation Service Partnership

Date: [Insert Date]

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

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

Dear [Recipient's Name],

We hereby acknowledge and formally communicate our decision to terminate the partnership agreement between [Your Company Name] and [Recipient's Company Name] regarding aviation services, effective [Insert Effective Termination Date].

We appreciate the cooperative efforts and shared successes throughout the duration of our partnership. However, due to [brief reason for termination], we believe it is in the best interest of both parties to move forward separately.

We are committed to ensuring a smooth transition and will finalize any outstanding obligations within the notice period. Please feel free to reach out with any queries or requests during this time.

Thank you for your understanding and the collaboration we have shared. We wish [Recipient's Company Name] continued success in all future endeavors.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]