

# IP License Cancellation Notification

Date: [Insert Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

This letter serves as a formal notification of the cancellation of the IP License Agreement dated [Insert Date], between [Your Company Name] ("Licensor") and [Recipient Company Name] ("Licensee").

As per the terms and conditions outlined in the agreement, we hereby exercise our right to terminate the license due to [reason for cancellation]. The cancellation will take effect on [Insert Effective Date].

We request that you cease all use of the licensed intellectual property and return or destroy any materials that contain or reference the licensed content by the effective date.

If you have any questions or require further clarification, please do not hesitate to contact us at [Your Contact Information].

We appreciate your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]