

Notification of Marketing Service Termination

Date: [Insert Date]

Dear [Client's Name],

We hope this message finds you well. We are writing to formally notify you that, effective [Insert Termination Date], we will be terminating the marketing services we provide to you.

This decision has not been made lightly, and we appreciate the opportunity to have worked with you. We will ensure that all final reporting and outstanding tasks are completed by the termination date.

If you have any questions or require further clarification, please do not hesitate to reach out to us.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]