

On-Call Service End Confirmation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Subject: Confirmation of On-Call Service Termination

Dear [Recipient's Name],

We are writing to formally confirm the conclusion of your on-call service with us, effective [Insert End Date]. We appreciate your dedication and the exceptional service you have provided during this period.

Please let us know if you have any remaining questions or if there are further steps you would like us to assist you with as we transition out of this service period.

Thank you once again for your invaluable contribution, and we wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]