

# On-Call Service Termination Notice

Date: [Insert Date]

To: [Service Provider Name]

Address: [Service Provider Address]

Dear [Service Provider Name],

We are writing to formally notify you that we are terminating the on-call service agreement effective [Insert Termination Date]. This decision is in accordance with the terms outlined in our contract.

We appreciate your services and support during the duration of our agreement. Please ensure that all final invoices are submitted by [Insert Submission Deadline].

If you have any questions regarding this notice, please do not hesitate to reach out.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]