

Letter of Termination of Licensing Agreement

Date: [Insert Date]

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

[Recipient Name]
[Recipient Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Termination of Licensing Agreement

This letter serves as formal notification of the termination of the Licensing Agreement dated [Insert Date of Original Agreement], between [Your Company Name] and [Recipient Company Name]. As per the terms outlined in Section [Insert Section Number] of the Agreement, we hereby provide [Insert Number of Days] days' notice of our intention to terminate the Agreement, effective [Insert Termination Date].

We appreciate the opportunities for collaboration during the term of our Agreement. However, due to [briefly mention reason for termination, if desired], we find it necessary to move in a different direction.

We request that all licensed materials be returned to us and that any pending obligations or settlements are completed by the termination date mentioned above.

Thank you for your understanding in this matter.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]