

Termination Notice

Date: [Insert Date]

To: [Media Company Name]

Address: [Media Company Address]

Subject: Termination of Media Contract for Breach of Contract

Dear [Media Company Contact Name],

We are writing to formally notify you of the termination of the media contract dated [Insert Contract Date], between [Your Company Name] and [Media Company Name], effective immediately. This action is due to a breach of contract as outlined in [specify section or clause].

Despite previous notices and opportunities to remedy the situation, [briefly explain the nature of the breach]. As a result, we believe it is in our best interest to terminate the agreement.

We request that you cease any ongoing activities under the contract and provide us with confirmation of this termination by [specify response deadline].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Contact Information]