

Termination Notice

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally notify you of the termination of our media contract dated [Insert Contract Date], due to non-compliance with the terms outlined in the agreement.

Despite our previous communications regarding the issues of non-compliance involving [specific issues], we have not seen any corrective actions taken to address these matters.

As a result, we are exercising our right to terminate the contract effective immediately. Please consider this letter as our official notice of termination as per the terms of the agreement.

We request that you cease all activities under this contract and provide any outstanding reports or necessary documentation by [Insert Deadline].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]