

Media Contract Termination Notice

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Subject: Termination of Media Contract

Dear [Recipient's Name],

We regret to inform you that due to unforeseen financial circumstances, we have made the difficult decision to terminate our media contract, originally dated [Insert Contract Date], effective immediately.

We appreciate the services you have provided and the partnership we have shared, but we must prioritize our financial stability at this time.

Please consider this letter as formal notice of termination as stipulated in the contract's termination clause. We will ensure that all outstanding payments and obligations are settled promptly.

We wish you and your team all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company]