

Software License Termination Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request the termination of the software license agreement for [Software Name], which was originally executed on [Agreement Date]. As per the agreement terms, I am providing this notice to terminate the license effective [Effective Termination Date].

The reason for this termination is [Briefly explain reason, if applicable].

Thank you for your attention to this matter. Please confirm the receipt of this termination request at your earliest convenience.

Sincerely,

[Your Name]