

# Termination of Partnership

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

I am writing to formally notify you of my decision to terminate our partnership in [Partnership Name], effective [Termination Date]. This decision has not been made lightly, and I believe it is in the best interest of both parties.

As stipulated in our partnership agreement, I will ensure that all financial obligations and responsibilities are fulfilled by the termination date. I request that we meet to discuss the final arrangements and any outstanding matters at your earliest convenience.

Thank you for the time we have spent together as partners. I wish you all the best in your future endeavors.

Sincerely,

[Your Signature]

[Your Printed Name]