

Notice of Dissolution

Date: [Insert Date]

To: [Partner's Name]
[Partner's Address]
[City, State, Zip Code]

Dear [Partner's Name],

We regret to inform you that after careful consideration, we have decided to dissolve our partnership, [Partnership Name], effective [Dissolution Date]. This decision has not been made lightly, and we appreciate the efforts and contributions you have made during our time working together.

The dissolution process will commence immediately. We are committed to ensuring that all assets and liabilities are handled fairly, and we will work collaboratively to settle any outstanding matters. We encourage you to review our partnership agreement and provide any input during this process.

Please let us know a convenient time for us to meet and discuss the next steps. Your cooperation is essential as we move forward.

Thank you for your understanding and partnership.

Sincerely,

[Your Name]
[Your Position]
[Partnership Name]
[Contact Information]