

Termination Notice

From: [Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

To: [Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Subject: Termination of Contract Due to Unresolved Breach

Dear [Recipient Name],

I am writing to formally notify you of the termination of our contract dated [Contract Date] due to your unresolved breach of the terms outlined therein. Despite multiple communications regarding the matter, we have not received satisfactory resolution as of today's date.

Please consider this letter as the official termination notice effective [Termination Date]. We expect that you will take immediate action to address the ramifications of this termination as per the contractual agreements.

If you have any questions or would like to discuss this matter further, please do not hesitate to contact me at your earliest convenience.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Company Name]