

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

[Architect's Name]
[Architect's Firm Name]
[Firm Address]
[City, State, Zip Code]

Dear [Architect's Name],

Subject: Termination of Contract for Breach of Agreement

I am writing to formally notify you of the termination of our contract dated [Contract Date] due to your breach of agreement. Despite our previous communications regarding the issues encountered, including [specify the breach or issue], there has been insufficient progress toward resolution.

As per the terms outlined in Section [xx] of the contract, I hereby terminate our agreement effective immediately as of [Termination Date]. Please ensure that all relevant documents and materials related to the project are returned to me by [Return Date].

If you have any questions or require further clarification, please do not hesitate to contact me at your earliest convenience.

Sincerely,

[Your Name]
[Your Title/Position] (if applicable)