

# Contract Termination by Mutual Consent

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are writing to formally confirm the termination of our architectural services agreement dated [Insert Contract Date] by mutual consent. Both parties have reviewed the current project status and agree that it is in our best interest to conclude our professional relationship.

This termination will take effect immediately, and we will ensure that all outstanding matters are settled promptly. We are committed to providing any necessary assistance during this transition period and will deliver all completed work and documents as per our agreement.

We appreciate the opportunity to work together and wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Architectural Firm]

[Your Address]

[City, State, Zip Code]

[Your Contact Information]