

Withdrawal of Legal Action for Mutual Consent

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally notify you of my decision to withdraw the legal action pertaining to [brief description of the case, e.g., "case number 12345", "the dispute regarding XYZ", etc.]. After further consideration and discussions, both parties have agreed to settle the matter amicably and mutually consent to the withdrawal of this action.

This decision is made with the understanding that both sides have reached a satisfactory agreement. I appreciate your cooperation and understanding during this process.

Please confirm your acceptance of this withdrawal by signing and returning a copy of this letter.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]

Acceptance of Withdrawal:

[Recipient's Name]

Date: _____