

# Partnership Separation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

I hope this letter finds you well. After careful consideration and discussions between us, we have mutually agreed to separate our partnership in the most amicable manner possible. This decision has not been easy, but we believe it is in the best interest of both parties moving forward.

As part of this separation, I propose the following steps to ensure a smooth transition:

- Final accounting of all assets and liabilities by [Insert Date].
- Distribution of remaining assets equally based on our original agreement.
- Completion of outstanding obligations by [Insert Date].

I genuinely appreciate the time we've spent working together and the accomplishments we've achieved. I wish you all the best in your future endeavors, and I hope we can maintain a positive relationship as we move forward separately.

Thank you for your understanding.

Sincerely,

[Your Name]