

Date: [Insert Date]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

This letter serves to formally confirm the breakup of our partnership effective immediately. After careful consideration, I believe it is in our best interest to dissolve our partnership.

Thank you for the time we shared and the ventures we undertook together. I appreciate the contributions you made during our partnership.

Please ensure that all outstanding matters are addressed and settled promptly. I wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Contact Information]