

Letter of Withdrawal from Business Partnership

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

I am writing to formally announce my withdrawal from our business partnership, [Partnership Name], effective [Effective Withdrawal Date]. This decision has not been made lightly, and I believe it is in the best interest of both parties moving forward.

As per our partnership agreement, I will ensure that all my obligations are fulfilled and assist in transitioning my responsibilities. Please let me know how I can help during this period.

Thank you for the opportunities we've shared and the experiences I've gained while working together. I wish you and the business continued success.

Sincerely,

[Your Name]