

# Logistics Partnership Termination Notice

**From:**

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

**To:**

[Partner Company Name]

[Partner Company Address]

[City, State, Zip Code]

Dear [Partner's Name],

We regret to inform you that we have decided to terminate our logistics partnership effective [Termination Date]. This decision has not been made lightly and comes after careful consideration of our current business needs and objectives.

We appreciate the efforts your team has put into our partnership and the services provided over the duration of our collaboration. We will ensure a smooth transition and would like to discuss any necessary actions to wrap up pending transactions and obligations.

Please acknowledge receipt of this termination notice. We welcome any discussion regarding the next steps to facilitate the transition.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]