

Logistics Service Termination Agreement

Date: [Insert Date]

To,

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Termination of Logistics Services

Dear [Recipient's Name],

We are writing to formally notify you of the termination of the logistics services agreement between [Your Company Name] and [Recipient's Company Name], effective [Last Effective Date]. This decision has been made after careful consideration and is in accordance with the terms outlined in our initial agreement.

Please ensure that all outstanding matters, including final invoicing and asset return, are resolved by the termination date.

We appreciate your services during the duration of our collaboration and wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]