

Partnership Discontinuation Notice

Date: [Insert Date]

[Your Name]
[Your Title]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]

[Partner's Name]
[Partner's Title]
[Partner's Company Name]
[Partner's Company Address]
[City, State, Zip Code]

Dear [Partner's Name],

We regret to inform you that we are hereby giving notice of the discontinuation of our partnership, effective immediately, due to a breach of the contract dated [Insert Contract Date].

Despite our efforts to address the situation, your failure to [describe breach] has compelled us to take this action. We believe this decision is in the best interest of both parties involved.

Please consider this letter as formal notification of the termination of the partnership, and we ask that you cease all collaborative efforts related to our agreement.

If you have any questions or require further clarification, please do not hesitate to contact me directly.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]