

Partnership Discontinuation Notice

Date: [Insert Date]

To: [Partner's Name]

[Partner's Address]

Dear [Partner's Name],

We hope this message finds you well. We are writing to formally notify you of our decision to discontinue our partnership, effective [Insert End Date]. This decision is a result of a strategic shift in our business direction that no longer aligns with our current partnership goals.

We have greatly valued the collaboration and support throughout our working relationship. Our time together has yielded valuable insights and experiences, which we will carry forward as we move in this new direction.

We wish you continued success in your future endeavors and hope to maintain an amicable relationship moving forward. Please feel free to reach out if you have any questions or require further clarification.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]