

Termination Notice

Date: [Insert Date]

To: [Real Estate Service Provider's Name]

[Real Estate Service Provider's Address]

Dear [Provider's Name],

This letter serves as formal notice of termination of real estate services provided by you, effective [Insert Termination Effective Date].

We appreciate your assistance during the time we have worked together. However, due to [reason for termination], we have decided to discontinue our professional relationship.

Please ensure that all outstanding matters are finalized by the effective termination date. We expect any final invoices to be submitted by [Insert Deadline for Final Invoices].

Thank you for your understanding and cooperation in this process.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company Name]

[Your Address]

[Your Phone Number]

[Your Email]