

# Partnership Breakup Communication

Date: [Insert Date]

Dear [Partner's Name],

We hope this message finds you well. After careful consideration, we regret to inform you that we have decided to terminate our partnership, effective [Insert Effective Date]. This decision was not made lightly, but we believe it is in the best interest of both parties moving forward.

We appreciate the time and effort you have contributed during our partnership, and we have gained valuable experiences together. We would like to ensure a smooth transition and are open to discussing any necessary steps to finalize our separation amicably.

Thank you for your understanding. We wish you nothing but success in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]