

Partnership Dissolution Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

I am writing to formally notify you of the dissolution of our partnership, [Partnership Name], effective [Effective Date]. This decision has been made after careful consideration and in accordance with our partnership agreement.

We will ensure that all financial obligations and assets are settled as per the terms outlined in our agreement. I propose we schedule a meeting to discuss the next steps to facilitate a smooth transition.

Thank you for your understanding and cooperation during this process.

Sincerely,

[Your Name]

[Your Title, if applicable]