

Letter of Cooperative Dissolution of Contract

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient's Name]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally notify you of the decision to dissolve our current contract dated [Insert Contract Date]. After careful consideration, we believe it is in the best interest of both parties to terminate the agreement effective [Insert Termination Date].

This decision is based on [Briefly explain reasons for dissolution, if necessary]. As per the terms outlined in the contract, we will ensure that all obligations up to the termination date are fulfilled.

Please confirm your acknowledgment of this dissolution by signing and returning the attached copy of this letter. We appreciate the cooperation and support we have received during our contractual relationship.

Thank you for your understanding.

Sincerely,

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

Attachments: [List any attached documents, if applicable]