

# Partnership Dissolution Notice

Date: [Insert Date]

To: [Partner's Name]

Address: [Partner's Address]

Dear [Partner's Name],

This letter serves as formal notice of the dissolution of our partnership, effective [Insert Effective Date]. As per our agreement, this decision has been made mutually due to [briefly explain reason if applicable].

Please ensure that all outstanding responsibilities and financial obligations are addressed prior to the dissolution date. I suggest we arrange a meeting to discuss the final details and distribution of assets to facilitate a smooth transition.

Thank you for the time and efforts during our partnership, and I wish you success in your future endeavors.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]