Termination of Service Level Agreement

Date: [Insert Date]

[Recipient Name]

[Recipient Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to formally notify you of the termination of the Service Level Agreement (SLA) dated [Insert Date of SLA] due to a breach of contract. Despite our attempts to resolve the matter, we have not observed satisfactory compliance with the terms outlined in the agreement.

The specific instances of breach include, but are not limited to:

- [Detail the specific breaches or failures]
- [Detail the specific breaches or failures]
- [Detail the specific breaches or failures]

As per the termination clause specified in Section [Insert Section Number] of the SLA, we are exercising our right to terminate the agreement effective immediately. Please consider this letter as formal notification of such termination.

We request that you return any Company property in your possession and settle any outstanding invoices by [Insert Deadline Date].

We appreciate your previous efforts and wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]