

Notice of Termination of Partnership

Date: [Insert Date]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

We are writing to formally notify you of our intention to terminate the partnership known as [Partnership Name], effective [Effective Date]. This decision has been made in accordance with the partnership agreement we both signed on [Date of Partnership Agreement].

As per the terms outlined in our agreement, we will ensure that all financial matters are settled and the partnership assets are distributed fairly. We aim to facilitate a smooth dissolution process over the coming weeks.

Please feel free to reach out if you have any questions or require further details regarding this decision.

Thank you for the collaboration and mutual efforts we have shared. We wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email]