

Notification of Contract Cancellation for Non-Compliance

[Your Company Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally notify you of the cancellation of the contract dated [Contract Date], between [Your Company Name] and [Recipient's Company Name], due to non-compliance with the terms and conditions outlined within the agreement.

Specifically, the following non-compliance issues have been identified:

- [Issue 1]
- [Issue 2]
- [Issue 3]

Despite our previous communications regarding these issues, adequate corrective measures have not been implemented. Therefore, we have no choice but to terminate the contract effective immediately.

Please take note that any outstanding obligations or liabilities related to this contract remain in effect until resolved.

We appreciate your attention to this matter and hope to resolve any remaining issues amicably.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]