

Termination Due to Contract Breach

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: Termination of Contract Due to Breach

I am writing to formally notify you of the termination of our contract dated [Contract Date] due to your breach of its terms as outlined in [specific clause or section]. Despite our previous communications regarding this matter, the issues remain unresolved.

As per the terms of the contract, effective immediately, we consider the agreement terminated. Please ensure that any outstanding matters are resolved promptly to avoid further complications.

Thank you for your attention to this serious matter. Please confirm receipt of this letter at your earliest convenience.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]