

# Final Notice of Breach and Termination of Service Contract

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

## Subject: Final Notice of Breach of Contract and Termination

Dear [Recipient Name],

This letter serves as a final notice regarding the breach of the service contract between [Your Company Name] and [Recipient Company Name] dated [Contract Date]. Despite previous notifications and discussions about the breach, we have not observed any corrective actions taken on your part.

The specific breaches noted include:

- [Breach 1]
- [Breach 2]

- [Breach 3]

We hereby inform you that due to the continued breaches and failure to remedy the situation within the provided timeframe, we are left with no alternative but to terminate the contract effective immediately. This termination will be in accordance with the provisions set forth in Section [X] of the contract.

We urge you to take this matter seriously and settle any outstanding obligations within [insert timeframe, e.g., 15 days] to avoid further legal actions.

If you have any questions or wish to discuss this matter, please contact me directly at [Your Phone Number] or [Your Email Address].

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]