

Termination of Service Agreement

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Service Provider's Name]
[Service Provider's Address]
[City, State, Zip Code]

Dear [Service Provider's Name],

We are writing to formally notify you of the termination of our service agreement dated [Insert Agreement Date] due to your consistent poor customer service performance.

Despite our previous communications regarding our concerns, there has been no significant improvement in the quality of service provided, leading to considerable dissatisfaction.

Effective immediately, we will no longer require your services. Please consider this letter as our official notice of termination as per the terms outlined in our agreement.

We request that you confirm receipt of this termination notice and provide any necessary information regarding the finalization of our account.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]