

Cancellation of Agreement

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Subject: Notice of Cancellation Due to Failure to Meet Conditions

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally inform you that I am canceling our agreement dated [Date of Agreement] due to your failure to meet the conditions stipulated in the contract.

Despite multiple communications regarding the unmet conditions, including [specific conditions], there has been no satisfactory resolution. Therefore, under the terms outlined in Section [specific section] of our agreement, I am exercising my right to terminate the contract.

Please consider this letter as my official notice of cancellation, effective immediately. I request that you confirm the termination of our agreement in writing.

Thank you for your attention to this matter.

Sincerely,

[Your Name]