

End of Business Closure Contract

Date: **[Insert Date]**

From: **[Your Company Name]**

To: **[Recipient Name]**

Address: **[Recipient Address]**

Dear **[Recipient Name]**,

We are writing to confirm the closure of our business relationship under the terms of the contract dated **[Insert Contract Date]**. This letter serves as formal notification that the agreement will be terminated effective **[Insert Termination Date]**.

As per the terms of our agreement, all outstanding obligations, including any pending payments or deliverables, must be settled by the termination date specified above.

We appreciate the collaboration that we have experienced during the course of our business together. We wish you success in your future endeavors.

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]