

Cancellation Letter for Recurring Mistakes

Date: [Insert Date]

To,

[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally notify you of the cancellation of our contract dated [insert contract date] due to recurring mistakes in contract execution. Despite multiple discussions and opportunities for resolution, the issues persist and have significantly impacted our operations.

As per the terms outlined in our contract, I am exercising my right to cancel effective immediately. This decision was not made lightly, and I hope that we can part on amicable terms.

Please confirm the receipt of this cancellation and provide any final statements or outstanding obligations that need to be addressed.

Thank you for your attention to this matter.

Sincerely,

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