

Termination of Negotiations

Date: [Insert date]

[Recipient's Name]
[Recipient's Job Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

We appreciate the time and effort that you and your team have dedicated to negotiating with us regarding [specific subject or project]. Despite our discussions and attempts to reach a mutually beneficial agreement, we regret to inform you that we must terminate the negotiations at this time.

We believe that our respective positions were too far apart to create a viable agreement. We value our professional relationship and hope to keep the lines of communication open for potential collaborations in the future.

Thank you once again for your time and consideration.

Sincerely,

[Your Name]
[Your Job Title]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]