

Partnership Dissolution Request

Date: [Insert Date]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

I hope this message finds you well. I am writing to formally request the dissolution of our partnership, [Partnership Name], effective [Effective Date].

This decision has not been made lightly, and I believe it is in the best interest of both parties to move forward separately. I suggest we meet to discuss the necessary steps for a smooth transition and the division of our assets and responsibilities.

Please let me know your availability so we can arrange a meeting at your earliest convenience.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]