

Partnership Termination Confirmation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Partner's Name]

[Partner's Company Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

We hereby confirm the termination of our partnership agreement dated [Insert Date of Agreement]. As discussed, the partnership will officially conclude on [Insert Termination Date].

We appreciate the collaboration and efforts made during our partnership. Please do not hesitate to contact us should you need any further clarification or assistance regarding the termination process.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]