

Letter of Termination for Partnership Brand Collaboration

Date: [Insert Date]

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

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

Dear [Partner's Name],

We are writing to formally terminate the partnership brand collaboration between [Your Company Name] and [Partner's Company Name], effective [Termination Date].

This decision has been made after careful consideration and reflects a mutual understanding of the changing dynamics of both our businesses.

We appreciate the efforts made during our collaboration and wish to ensure a smooth transition as we conclude our partnership. We kindly request that all pending matters be finalized by the effective termination date.

If you have any further inquiries or need assistance during this transition, please feel free to reach out.

Thank you for your understanding.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]