

Partnership Exit Agreement Confirmation

Date: [Insert Date]

To: [Partner's Name]
[Partner's Address]
[City, State, Zip Code]

Dear [Partner's Name],

This letter serves as a formal confirmation of the agreement regarding your exit from our partnership, effective [Effective Date]. We have mutually agreed upon the terms outlined below:

- **Separation Date:** [Effective Date]
- **Financial Settlements:** [Details of payments or settlements]
- **Distribution of Assets:** [Details of asset distribution]
- **Confidentiality Clause:** [Details of any confidentiality agreements]

We appreciate your contributions to the partnership and wish you the best in your future endeavors. Please sign and return a copy of this letter to confirm your acceptance of the terms above.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]
[Contact Information]

Signature of [Partner's Name]