

# Partnership Exit Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[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 notify you of my intent to exit our partnership in [Partnership Name], effective [Exit Date]. This decision has been made after careful consideration, and I believe it is in the best interest of both parties.

As stipulated in our partnership agreement, I would like to initiate the process for the evaluation of my share in the partnership. I request your cooperation in ensuring a smooth transition during this period.

Please let me know a convenient time for us to discuss the details regarding this matter, including the valuation of my share and the settlement process.

Thank you for your understanding and support. I wish you the best for the future of [Partnership Name].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]