

Termination of Partnership Agreement

Date: [Insert Date]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Dear [Partner's Name],

We are writing to formally notify you of the termination of the partnership agreement dated [Insert Date]. After careful consideration, it has been determined that your participation in the partnership has not met the expected levels of engagement and contribution as outlined in our agreement.

This decision has not been made lightly and comes after multiple discussions regarding the need for active involvement from all partners for the continued success of the business. Unfortunately, your lack of participation has hindered our ability to move forward effectively.

As per the terms of our partnership agreement, we expect to settle any outstanding matters related to your stake in the business within [Insert Time Frame]. Please arrange a meeting to discuss the details of this process.

We appreciate the efforts you have made during your time with us and wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]