

Partner Withdrawal Financial Distribution

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Partner's Name]

[Partner's Address]

[City, State, Zip Code]

Subject: Financial Distribution upon Partner Withdrawal

Dear [Partner's Name],

This letter serves as a formal notification regarding your withdrawal from [Company/Partnership Name], effective [Withdrawal Date]. As per our partnership agreement, we will address the financial distribution of your share in the partnership.

Following the terms outlined in our agreement, the current valuation of your share has been determined to be [Insert Amount]. The distribution will be processed in the following manner:

- Final Settlement Amount: [Insert Amount]
- Payment Method: [e.g., bank transfer, check]
- Expected Payment Date: [Insert Date]

We appreciate your contributions to the partnership and wish you all the best in your future endeavors. If you have any questions regarding this distribution or the process, please feel free to reach out.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title/Position]

[Company Name]