

# Contractor Termination Notice for Non-Compliance

Date: [Insert Date]

[Contractor Name]

[Contractor Address]

[City, State, Zip Code]

Dear [Contractor Name],

This letter serves as a formal notice of termination of the contract dated [Insert Contract Date] between [Your Company Name] and [Contractor Name] due to non-compliance with the agreed terms outlined in the contract.

Despite previous warnings and discussions regarding the issues of non-compliance, specifically [describe specific violations], you have failed to rectify these issues. As per the contract's termination clause, we are obligated to terminate this agreement effective immediately (or specify another termination date).

Please return any company property and settle outstanding invoices by [insert date]. Failure to comply with this request will result in further action as necessary.

We regret that this action has become necessary and wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Contact Information]