

Final Settlement Letter

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]

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

Dear [Partner's Name],

Subject: Final Settlement of Partnership

We refer to our partnership agreement dated [Insert Date of Agreement], and the subsequent decision to terminate the partnership effective [Insert Termination Date]. This letter serves to outline the final settlement agreement between us.

The following terms will govern the final settlement:

- **Assets Distribution:** [Specify the distribution of assets].
- **Liabilities Settlement:** [Specify how the liabilities will be settled].
- **Final Payment:** [Insert details regarding any final payments to be made].

Both parties agree to give full and final discharge to each other once the above terms are fulfilled. We appreciate the time we've spent working together and wish each other the best in future endeavors.

Thank you for your cooperation.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title/Position]
[Your Contact Information]