

Partnership Closure Announcement

Date: [Insert Date]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to formally announce the closure of our partnership with [Partner Company Name], effective [Closure Date].

Over the past [Duration of Partnership], we have achieved significant milestones and have been grateful for the collaboration and support from your team. We appreciate the trust you placed in us and the shared successes we've experienced together.

As we move forward, please know that this decision was made after thorough consideration, and we are committed to ensuring a smooth transition for all parties involved. We will be in contact to discuss any final matters and to wrap up outstanding obligations.

Thank you once again for the invaluable partnership. We wish you and your team continued success and hope our paths may cross again in the future.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]