

Termination Notice

Date: [Insert Date]

To:

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Termination of International Trade Agreement

Dear [Recipient Name],

We are writing to formally notify you of the termination of the International Trade Agreement dated [Insert Date of Agreement] between [Your Company Name] and [Recipient Company Name]. This decision has been made in accordance with Section [Insert Section] of the agreement, which allows either party to terminate the contract given [Insert Notice Period] written notice.

The termination will be effective as of [Insert Effective Termination Date]. We will ensure that all outstanding obligations are resolved prior to the termination date.

We appreciate the relationship we have built and wish you and your company success in your future endeavors.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]