

Termination of Service Agreement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: Termination of Service Agreement Due to Breach of Contract

I am writing to formally notify you of the termination of our Service Agreement dated [Insert Date], pursuant to the breach of contract provisions outlined therein.

Despite our previous communications regarding the violations, specifically [describe the breaches], there has been no resolution.

As a result, I am terminating the agreement effective immediately as of [Insert Termination Date]. Please take this letter as formal notice.

We request that you cease all services immediately and provide a final accounting of all outstanding matters.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title (if applicable)]

[Your Company Name (if applicable)]