

# Termination Notice

Date: [Insert Date]

To: [Contractor's Name]

Address: [Contractor's Address]

Subject: Termination of Construction Contract for Non-Compliance

Dear [Contractor's Name],

This letter serves as a formal notice of termination of the construction contract dated [Insert Contract Date] between [Your Company Name] and [Contractor's Name] due to non-compliance with the agreed-upon standards and specifications.

Despite previous notifications and discussions regarding your failure to adhere to the quality and safety standards outlined in the contract, we have not observed any significant improvements. Consequently, we are left with no option but to terminate the contract effective immediately.

Please arrange to cease all work, secure the site, and submit all relevant documentation and outstanding invoices by [Insert Deadline Date].

We regret that it has come to this and wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]