

Construction Contract Termination Notice

Date: [Insert Date]

To:

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

Dear [Contractor's Name],

Subject: Termination of Construction Contract Due to Unforeseen Circumstances

This letter serves as formal notice of termination of the construction contract dated [Insert Contract Date], between [Your Company Name] and [Contractor's Name], for the project located at [Project Address].

Due to unforeseen circumstances, specifically [briefly describe the unforeseen circumstances], we are unable to continue with the agreement. As per Section [Insert Section Number] of our contract, we are exercising our right to terminate the contract effective immediately.

Please cease all work on the project and submit any outstanding invoices by [Insert Deadline for Invoices]. We appreciate your understanding in this matter and regret any inconvenience this may cause.

If you require further clarification, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

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