

Notice to Cease Construction Services

Date: [Insert Date]

To:

[Contractor's Name]

[Contractor's Address]

Dear [Contractor's Name],

We hereby notify you that we are exercising our right to cease all construction services at will, effective immediately, as per the agreement dated [Insert Agreement Date].

Please take the necessary steps to secure the site and cease all work. We request that you provide us with a final invoice for any work completed up to this date.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Contact Information]