

# Letter of Withdrawal from Partnership Discussions

Date: [Insert Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

We hope this message finds you well. I am writing to formally communicate our decision to withdraw from the partnership discussions we have been engaged in over the past [insert time period]. After careful consideration, we believe that it is in the best interest of our organization to pursue alternative avenues at this time.

We appreciate the time and resources that you and your team have dedicated to these discussions. We recognize the potential benefits that could have arisen from our collaboration, and this decision was not made lightly.

Should circumstances change in the future, we would welcome the opportunity to explore partnerships again. Thank you for your understanding.

Wishing you continued success in your endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[Your Contact Information]