

Letter of Discontinuation of Sponsorship Support

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We hope this message finds you well. We would like to take a moment to express our gratitude for the partnership we have shared over the past [duration of sponsorship]. It has been a privilege to support [specific event, organization, or cause].

However, after careful consideration, we have made the difficult decision to discontinue our sponsorship support effective [last date of support]. This decision was not made lightly, and we appreciate your understanding as we adjust our priorities.

We wish you continued success in your endeavors and hope to keep the lines of communication open for potential collaborations in the future.

Thank you once again for the wonderful partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]