

Partnership Termination Notice

[Your Name]
[Your Address]
[City, State, Zip]
[Email Address]
[Phone Number]
[Date]

[Partner's Name]
[Partner's Address]
[City, State, Zip]

Dear [Partner's Name],

I hope this letter finds you well. I am writing to formally notify you of my decision to terminate our partnership, effective [Termination Date]. This decision has not been made lightly, and I believe it is in the best interest of both parties.

Please consider this letter as the required [notice period] days' notice as per our partnership agreement.

We can discuss the next steps to ensure a smooth transition and the settlement of any outstanding matters.

Thank you for the time we spent working together. I wish you all the best in your future endeavors.

Sincerely,

[Your Name]