

CONTRACT TERMINATION LETTER

To: _____

From: _____

Subject: Termination of Contract

Dear Sir/Madam,

We hereby provide formal notice of termination of the contract entered into between the parties. This termination is issued in accordance with the terms and conditions stipulated within the original agreement and pursuant to English law.

The purpose of this letter is to notify you that all obligations under the contract shall cease, effective immediately upon receipt of this notice (or on such date as may be specified by the parties in writing).

Please be advised that this termination is made without prejudice to any rights or remedies available to either party under the contract or at law.

We request that you acknowledge receipt of this termination notice in writing at your earliest convenience.

Kindly arrange for the return of any property, documents, or confidential information in your possession belonging to the undersigned party within seven (7) days of receipt of this notice.

Should you have any questions or require further clarification regarding this termination, please do not hesitate to contact us.

We thank you for your cooperation and look forward to amicably concluding all outstanding matters.

Yours faithfully,

Contract Details:

Contract Title: _____

Contract Reference Number: _____

Parties Involved: _____

Effective Date of Contract: _____

Reason for Termination: _____

Additional Comments: _____

Acknowledgement of Receipt:

Please sign below to confirm receipt and understanding of this Contract Termination Letter. By signing, you acknowledge that you have been informed of the termination and have no further claims related to this contract, except as otherwise mutually agreed in writing.

Sender's Signature:

Name: _____

Date: _____

Signature: _____

Recipient's Signature:

Name: _____

Date: _____

Signature: _____

This Contract Termination Letter is subject to the laws of England and Wales. Any disputes arising from or connected with this termination shall be subject to the exclusive jurisdiction of the courts of England and Wales.

Original source of this document:

<https://legaltemplates-uk.com/contract-termination-letter/>

Did you find this template helpful?

Find more updated templates at:

<https://legaltemplates-uk.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.
It is recommended to consult a legal professional for each specific case.