

# NOTICE OF CONTRACT TERMINATION

This is a sample **notice of contract termination**. Use Document.com's wizard to generate a termination notice that references the governing contract and applicable cure-or-terminate provisions.

[[YOUR NAME / COMPANY]]

[[ADDRESS]]

[[DATE]]

[[COUNTERPARTY NAME]]

[[ADDRESS]]

## **Re: Notice of Termination**

Pursuant to Section [[TERMINATION CLAUSE]] of the above-referenced agreement, this letter serves as formal notice that [[PARTY]] hereby terminates the Agreement effective [[EFFECTIVE DATE]].

Grounds for termination: [[CONVENIENCE / BREACH / CURE FAILURE]]

Post-termination obligations: [[RETURN OF MATERIALS, FINAL PAYMENT, CONFIDENTIALITY]]

Sincerely,

[[SIGNATURE]]

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