

Mutual agreement termination

Subject: Mutual Contract Termination

Dear [Recipient Name],

Following our recent discussions, we have agreed to terminate the contract [Contract Number/Name] effective [Date]. This decision has been made mutually and amicably, with no obligations remaining on either party.

We appreciate the collaboration and wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Organization]

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