Formal announcement to family and friends

Dear [Name/Family and Friends],

We regret to inform you that [Name] and [Name] have mutually decided to end their engagement.

After careful consideration and honest conversation, we have concluded that we are not compatible for marriage.

We ask for your understanding and respect during this difficult time. While this decision was not made lightly, we both believe it is the right choice for our individual futures.

We appreciate the love and support you have shown us throughout our relationship. Please know that we remain committed to handling this transition with grace and dignity.

We kindly request privacy as we navigate this change and ask that you respect our decision.

With gratitude,

[Your names]

Get more templates here:

https://www.lettersandtemplates.com/letters/broken-engagement-announcement