

Acceptance letter with a warm and appreciative tone

Subject: Acceptance of Contract Termination

Dear [Recipient Name],

We sincerely acknowledge your termination notice for contract [Contract Name]. It has been a pleasure working with you, and although we are saddened by the conclusion of this agreement, we accept the termination effective [Termination Date].

We wish you continued success and hope to collaborate again in the future.

Warm regards,

[Your Name]

[Position]

[Company Name]

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