

Mutual Agreement Contract Termination

Subject: Mutual Termination of Contract

Dear [Recipient's Name],

Following our recent discussions, this letter confirms that both parties have agreed to end the contract dated [Contract Date], effective [Termination Date]. This decision has been reached mutually and amicably, with no further obligations owed beyond the termination date.

We are grateful for the cooperation and professionalism throughout the course of this agreement.

Please confirm your acknowledgment of this termination for our records.

Best regards,

[Your Name]

[Your Position]

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