

Amicable Mutual Termination

Subject: Mutual Contract Termination Agreement

Dear [Contractor Name],

Following our recent discussions, we are confirming our mutual agreement to terminate the contract dated [date]. Both parties have agreed that this decision serves our respective best interests.

We appreciate your understanding regarding the changed circumstances and your professional approach to this situation. All work completed through [date] will be compensated as agreed, and no penalties will be applied by either party.

We part on good terms and would welcome the opportunity to work together again under more suitable circumstances.

Kind regards,

[Your Name]

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