

Informal Farewell Email to Suppliers

Subject: Thank You and Goodbye

Hi [Supplier Name],

We wanted to drop a quick note to let you know that we will be ending our supplier relationship as of [End Date]. It has been a pleasure working with you and your team.

Thanks for everything, and we hope to cross paths again in the future.

Cheers,

[Your Name]

[Company Name]

[Contact Information]

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