

Mutual Agreement Letter for Business Partnership Termination

Dear [Partner's Name],

We are writing to confirm our mutual decision to terminate the business partnership between [Your Company Name] and [Partner's Company Name], effective [Termination Date].

This agreement is reached amicably and with mutual consent, ensuring that all ongoing projects, financial obligations, and responsibilities will be managed as per our discussion. Both parties agree to settle any outstanding balances and return shared assets in good condition.

We appreciate the collaboration we have had and wish each other success in future endeavors.

Please consider this letter a formal record of our mutual agreement.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

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