To,

[Name of Recipient]

[Address of Recipient]

Date:

**Subject: Partnership Termination Letter**

Dear Mr./Mrs. [name of Recipient],

This is to inform you that I am going to terminate the business partnership that we entered into on [mention date of formation of partnership], formed by the name of, [mention name of the partnership business or firm].

As per our partnership deed, both of us had to take active part in this partnership besides sharing equal profits and losses. But since the formation of the firm, I have not seen active participation in the business from your side. I have verbally communicated this to you many times before but you did not pay any attention to that.

Even when there was some instances where the business required excess capital, I had to provide that excess capital all alone. So, it is getting quite difficult for me to manage the business all on my own and therefore I have decided to end this partnership business. As per the partnership deed that after the termination, the amount that will be received by sale of assets will be shared equally among us.

Feel free to contact me for any queries or details.

Sincerely,

[Sender Name]

[Sender Signature]

[Sender Address]

[Sender Contact Details]