

Contractor Termination Notice Form

Date: _____

To:

Contractor Name: _____

Company (if applicable): _____

Address: _____

From

Employer/Principal Name: _____

Company: _____

Address: _____

Subject: Notice of Termination for Violation of Terms

Dear [Contractor Name],

This **contractor termination notice form** serves as an official document to notify you that your contract dated [Contract Date] is hereby terminated, effective [Termination Effective Date], due to violations of the following terms:

1. Details of Violation(s):

- [Specify the violated term/clause and describe the violation]
- [Example: Failure to meet quality standards as outlined in Section 4.1 of the agreement]

2. Attempts to Resolve:

- [Describe any warnings or opportunities provided to rectify the breach]

Please note that, as per the contract, all outstanding deliverables, company property, and pending payments (if any) will be handled according to the terms of the agreement and applicable law.

If you have questions regarding this termination, you may contact [Contact Person/Department] at [Contact Information].

Sincerely,

[Employer/Authorized Representative Signature]

[Date]

Instructions:

- Fill in all underlined sections with the relevant details.
- Attach supporting documents or evidence of violations, if applicable.
- Keep a copy for your records and provide copies to all parties involved.