



Address of the Sender

Email Address of the Sender

Date

Name of Receiver

Address of the Receiver

Subject: Thank You Letter for Business Partnership

Dear _____ (Name of the Recipient)

With this letter, I would like to thank you for your hard work and efforts throughout the journey of our business. I feel sad thinking about shutting down our venture. We have given our blood and sweat to this business. We have worked on various projects in these two years and this team feels like family to me now. I hope the bonding and friendship between us remains the same even after closing down of this business.

Your support and presence for the last two years has been precious and invaluable. Thank you once again for giving your precious time to our business. I hope to work with you again in future. I wish we both will continue to work hard and fulfil our dreams in future.

Sincerely,

(Signature)

Sender's Full Name