

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]
[Partner's Name]
[Partner's Address]
[City, State, Zip Code]
Dear [Partner's Name],

I hope this letter finds you well. It is with a heavy heart that I write to you today. After much reflection and consideration, I have come to the difficult decision that we need to part ways.

Our time together has meant a lot to me. I will always cherish the moments we shared and the memories we created. However, I believe that we have grown in different directions, and it may be best for both of us to pursue our paths separately.

This decision has not come easily, and I want you to know that it is not a reflection of you as a person. You are a wonderful individual, and you deserve someone who aligns more closely with your aspirations and values. I wish you all the happiness and success in the future. Thank you for everything.

Take care,
[Your Name]