

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Subject: Termination of ZVAC License

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally notify you of the termination of our ZVAC license, effective [termination date].

[Provide a brief explanation for the termination, if necessary.]

According to our agreement, we understand that all obligations and responsibilities associated with the license will cease upon the termination date. Please let us know if there are any final procedures we need to follow to complete this process.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]