

## Service Contract Termination Letter

To,

John Eastwood

General Manager

Fly-King courier services

45D-F4-Nathal Road

Cookstown, Northern Ireland

UK

Date: 19-09-2013

Sub: Termination of service contract

Dear Mr. Eastwood,

In reference with the service contract (vide SC-FL 312544250, dated 04-01-2011) between your company and my company, this is to inform you with heavy heart that the said contract needs to be terminated with effect from 22-09-2013 on closing time of business hours.

Our management has taken this decision due to some unavoidable circumstances. There has been a lot of complain regarding the delay in delivering the documents and important shipment, irregular pick-up of the important official documents and poor handling of the products sent through you to the consignee and this has compelled our management to take the decision of terminating the contract. Even after several verbal intimation, there has not been much improvement in the service

I request you to send us the updated invoice till 22-09-2013 and collect the payment from our Finance department by 25-09-2013. It was a pleasure working with your company, but a bit improvement in the service could have lengthened our relationship. We wish you all the very best for your business.

Thanking you,

Sheena Browne

General Manager- Human resource and Administration

G.K. Lloyd Group of Companies