Annex 4

Template Termination Letter

*[This letter should be used where the GMS contract is held by two individuals working in partnership and the surviving partner does not intend to continue providing clinical services under the contract.]*

[*insert date*]

Dear [*name*]

Contract details - [insert name of contract]

Following our discussion on [*insert date*], we write to inform you that we are terminating the contract with you forthwith.

We have terminated the contract because *[insert one of the reasons below:*

* *we cannot reach an agreement with you to enable the provision of clinical services to continue under the contract.*
* *you do not wish to employ or engage a general medical practitioner to assist in the provision of clinical services under the contract.*
* *you wish to withdraw from the agreed arrangements to enable the provision of clinical services to continue under the contract.*
* *you have not entered into partnership with a general medical practitioner who is not a limited partner.]*

*[insert any arrangements relating to termination]*

Yours sincerely

[*name*]

[*title*]