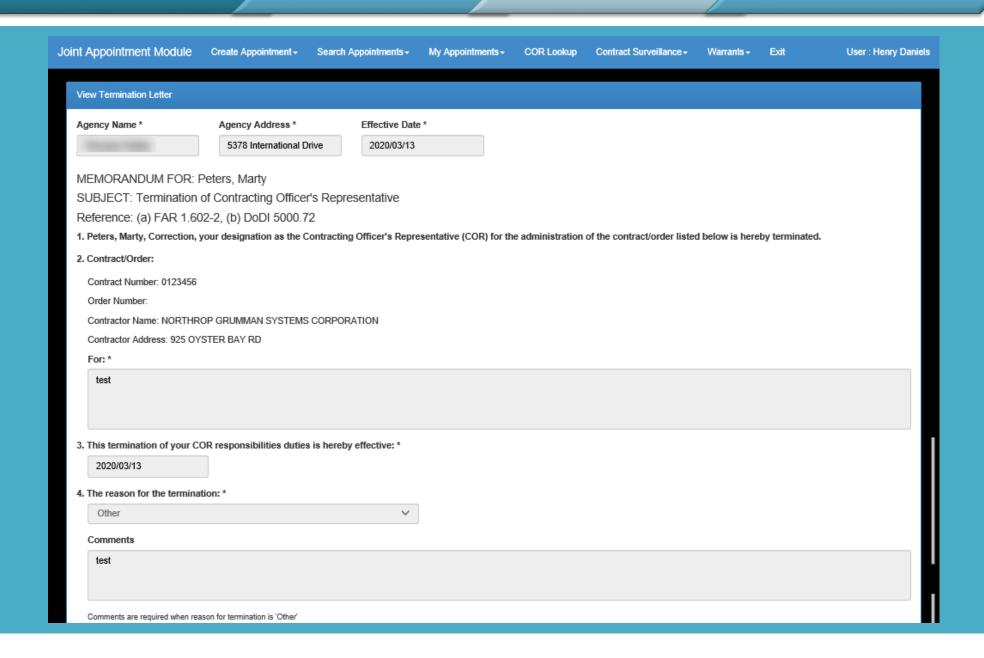
## **Termination Letter Sample**

**Contracting Officer / Contract Specialist** 



<ol> <li>DoDI 50000.72 requires that all termination notices be executermination please contact your contracting officer.</li> </ol>	5. DoDI 50000.72 requires that all termination notices be executed by the contracting officer and acknowledged by the COR and COR Management. Should you have any questions regarding this termination please contact your contracting officer.	
a. I certify that the COR is available to acknowledge this termina	ation letter for the following reason: *	
Comments		
Comments are required when COR is not available to acknowledge termin  b. I certify that the COR Management (COR Supervisor) is avail	ation letter.  lable to acknowledge this termination letter for the following reasons: *	
Comments		
Comments are required when COR Management is not available to acknow	wledge termination letter.	
6. Signatures:		
Contracting Officer Name: Daniels, Henry		
Signature: Daniels, Henry		
Date: 2020/03/13		
Email: midnightsky097+turspmco@gmail.com		
Telephone: 6666666666		
As supervisor of the appointed employee, I acknowledge receipt of the COR termination for this action.		
Supervisor Name: Hook, Emma		
Signature: Hook, Emma		
Date: 2020/03/13		
Email: midnightsky097+sup@gmail.com		
Telephone: 555555555555555555555555555555555555		
7. Distribution:		
cc: Contractor Cognizant		
cc: Cognizant Contract Administration Office		
✓ cc: SPM Module (COR Surveillance File)		
✓ cc: COR Coordinator  Name  Email		
	ightsky097+winchester@gmail.com	
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