[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

Subject: Termination of Professional Relationship

Dear [Client Name],

This letter serves as formal notification that we are terminating our professional relationship effective [Date].

This decision is the direct result of your repeated demands for walk-in consultations outside of our established office hours. Despite our previous discussions regarding our scheduling policies, these continued interruptions have made it impossible to maintain a productive working environment.

We will ensure that all pending matters are finalized by [Date]. Please let us know where you would like your files transferred.

Sincerely,

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