

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Agent Name/Agency Name]

[Agent Address]

[City, State, Zip Code]

RE: NOTICE OF FORMAL REVOCATION OF AGENT APPOINTMENT

Dear [Agent Name],

Please be advised that **[Your Name/Company Name]** is hereby formally revoking your appointment and authority to act as our agent, effective immediately as of **[Date]**.

This decision is a direct result of a material breach of regulatory requirements and compliance standards. Specifically, it has come to our attention that: **[Insert brief description of the regulatory breach, e.g., failure to file mandatory reports / unauthorized disclosure of sensitive data / non-compliance with Section X of the Regulatory Act]**.

As a consequence of this revocation, you are directed to:

- Immediately cease and desist from representing **[Your Company Name]** in any capacity.
- Provide a full accounting of all pending matters and regulatory filings currently under your handling.
- Return all company property, proprietary data, and confidential documentation within **[Number]** business days.
- Notify all relevant regulatory bodies of this termination where required by law.

We reserve all rights to pursue further legal action or seek indemnification for any penalties, fines, or damages incurred by **[Your Company Name]** due to your non-compliance.

Please acknowledge receipt of this letter and confirm your compliance with the instructions above by signing and returning a copy to us.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]