

[Your Name/Law Firm Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Vendor Contact Person Name]
[Vendor Company Name]
[Vendor Address]
[City, State, Zip Code]

RE: NOTICE OF RESCISSION OF CONTRACT

Dear [Vendor Contact Person Name],

This letter serves as formal notice that [Your Law Firm Name] is exercising its right to rescind the agreement entered into on [Date of Agreement] for the provision of [Description of Services, e.g., legal research software, IT support, court reporting services].

We are rescinding this contract based on the following grounds:

- [Insert reason, e.g., Material breach of contract, failure to deliver services as promised, misrepresentation, or statutory right to cancel within a specific timeframe].

By this notice, we declare the contract null and void. We request that you immediately cease all services related to this agreement. Furthermore, we demand a full refund of any deposits or prepayments made to date, totaling \$[Amount], to be returned within [Number] days of receipt of this letter.

Please confirm in writing that you have received this notice and that the contract has been rescinded as requested. We reserve all rights and remedies available under the law regarding this matter.

Sincerely,

[Signature]

[Your Printed Name]
[Your Title/Position]
[Your Law Firm Name]