

Service Withdrawal Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Service Provider's Name]

[Service Provider's Address]

[City, State, Zip Code]

Dear [Service Provider's Name],

I am writing to formally withdraw my service for [specify service] effective [specify date]. I appreciate the service provided thus far, but due to [briefly explain reason for withdrawal, if desired], I have decided to discontinue.

Please send me a confirmation of my service withdrawal and any final statements, if applicable. Should you require any further information from my side, please feel free to contact me at the provided phone number or email address.

Thank you for your attention to this matter.

Sincerely,

[Your Name]