

# Subscription Withdrawal Notification

Date: [Insert Date]

Dear [Recipient's Name],

We are writing to inform you that we have received your request to withdraw your subscription for [Service/Subscription Name]. Your request has been processed, and your subscription will be officially canceled as of [Cancellation Date].

If you have any questions or need further assistance, please feel free to reach out to our customer support team at [Customer Support Email/Phone Number].

Thank you for your past patronage. We hope to serve you again in the future.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]