

Subscription Cancellation Request

Date: [Insert Date]

To: [Company Name]

Address: [Company Address]

Email: [Company Email]

Dear [Customer Support/Specific Name],

I am writing to formally request the cancellation of my subscription for the digital product [Product Name], with the account associated with the email address [Your Email Address]. My account number is [Your Account Number].

Per the terms and conditions, I would like to ensure that my subscription is canceled effective immediately/at the end of the current billing cycle (choose one). Please confirm the cancellation of my subscription and any further actions that may be needed on my part.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Full Name]

[Your Address]

[Your Phone Number]