

Service Cancellation Confirmation

Dear [Customer Name],

We are writing to confirm the cancellation of your service with [Company Name] effective [Cancellation Date].

We appreciate the time you spent with us and hope to serve you again in the future. If you have any questions or require further assistance, please feel free to reach out to our customer service team.

Thank you for choosing [Company Name]!

Sincerely,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]