

Membership Cancellation Confirmation

Date: [Insert Date]

[Member's Name]

[Member's Address]

[City, State, Zip Code]

Dear [Member's Name],

We are writing to confirm the cancellation of your membership with [Organization/Company Name]. Your membership will officially end on [End Date].

We appreciate your time with us and hope to see you again in the future. If you have any questions or need further assistance, please don't hesitate to contact us at [Contact Information].

Thank you for being a valued member.

Sincerely,

[Your Name]

[Your Title]

[Organization/Company Name]