

Subscription Cancellation Request

Date: [Insert Date]

To: [Company Name]

Address: [Company Address]

Email: [Company Email]

Dear [Company Name] Customer Service,

I am writing to formally request the immediate cancellation of my premium subscription with the account associated with the email address [Your Email Address].

Due to [brief reason for cancellation, if applicable], I would like this cancellation to be effective immediately.

Please confirm the cancellation of my subscription and ensure that no further charges are incurred.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Full Name]

[Your Phone Number]