

Membership Cancellation Confirmation

Date: [Insert Date]

Dear [Member's Name],

We have received your request for membership cancellation. This letter serves as confirmation that your membership with [Organization Name] has been successfully cancelled as of [Cancellation Date].

If you have any questions or need further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for being a part of [Organization Name]. We hope to serve you again in the future.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Organization Contact Information]