

Membership Suspension Notification

Date: [Date]

Dear [Member's Name],

We regret to inform you that your membership with [Organization/Club Name] has been suspended effective immediately due to [reason for suspension].

Please be aware that this decision was made in accordance with our policies and procedures, and we encourage you to review the terms of your membership for further clarification.

If you have any questions or would like to discuss this matter, please feel free to contact us at [contact information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Organization/Club Name]