Membership Termination Receipt

Date: [Date]
To: [Member's Name]
[Member's Address]
Dear [Member's Name],
We hereby acknowledge the termination of your membership with [Organization Name]. This receipt confirms that your membership has been officially terminated as of [Termination Date]
Membership Details:
 Member ID: [Member ID] Membership Type: [Membership Type] Effective Termination Date: [Termination Date]
We appreciate your time with us and thank you for being a part of [Organization Name]. If you have any questions or need further assistance, please feel free to contact us.
Sincerely,
[Your Name]
[Your Position]
[Organization Name]
[Contact Information]