

Membership Cancellation Confirmation

Dear [Member's Name],

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

We appreciate your time with us and hope to serve you again in the future. Should you have any questions or require further assistance, please do not hesitate to contact us.

Thank you for being a part of [Organization Name].

Sincerely,

[Your Name]
[Your Position]
[Organization Name]
[Contact Information]