

Cancellation Request for Credit Alert Subscription

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Customer Service Department

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally request the cancellation of my credit alert subscription associated with the account number [Insert Account Number].

Due to [reason for cancellation - e.g., personal reasons, financial changes, etc.], I have decided to discontinue this service. I kindly ask you to process this cancellation effective immediately and confirm the same in writing.

I appreciate your attention to this matter and look forward to your prompt response.

Thank you.

Sincerely,

[Your Name]