

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Union Name]

[Union Address]

[City, State, Zip Code]

Dear [Union Representative's Name],

I am writing to formally notify you of my decision to terminate my membership with [Union Name], effective [Last Membership Date]. This decision was not made lightly, and I appreciate the support and representation I have received during my time as a member.

Please confirm the processing of my membership exit and any final dues or obligations that may need to be addressed. I kindly request written acknowledgment of my membership termination.

Thank you for your understanding.

Sincerely,

[Your Name]