

# Cancellation Confirmation

Date: [Insert Date]

Dear [Client's Name],

This letter is to confirm the cancellation of the freelance services we agreed upon for [Project/Service Description].

As per our previous communication, the services are officially canceled effective immediately. Any outstanding payments or deliverables have been addressed; please let me know if you have further questions.

Thank you for considering my services, and I hope to work together in the future.

Sincerely,

[Your Name]

[Your Contact Information]