

Service Cancellation Acknowledgment

Date: [Insert Date]

To: [Customer Name]

Address: [Customer Address]

Email: [Customer Email]

Phone: [Customer Phone Number]

Dear [Customer Name],

We have received your request for the cancellation of your telecom service account with us. We would like to acknowledge that the cancellation request has been processed.

Your account with the following details has been successfully canceled:

- Account Number: [Insert Account Number]
- Service Plan: [Insert Service Plan]
- Cancellation Date: [Insert Cancellation Date]

Please note that final billing will be processed on your next billing cycle. Should you have any questions or require further assistance, feel free to reach out to our customer service team.

Thank you for choosing our services. We appreciate your patronage.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email]