

Opt-Out from Charity Membership

Date: [Insert Date]

[Charity Organization Name]

[Charity Address]

[City, State, Zip Code]

Dear [Charity Organization Name],

I am writing to formally notify you of my decision to opt out of my membership with [Charity Organization Name], effective immediately. My membership ID is [Membership ID].

Although I appreciate the work that your organization does, I have decided to discontinue my membership for personal reasons.

Please confirm the cancellation of my membership and ensure that no further correspondence or charges are sent to me.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]