

# Notice of Invoice Nullification

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you that Invoice #[Invoice Number], issued on [Issue Date], has been nullified due to [reason for nullification].

As such, please disregard this invoice and any related correspondence. If you have made a payment, we will process a refund or apply it to your next invoice as appropriate.

We apologize for any inconvenience this may have caused. Should you have any questions or require further clarification, please do not hesitate to contact us at [Your Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]