

# Loan Cancellation Request for Vacation Loan

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request the cancellation of my vacation loan (Loan Number: [Insert Loan Number]) that was processed on [Insert Loan Date]. Due to unforeseen circumstances, I am unable to proceed with my planned vacation and would like to request the cancellation of the loan.

Please confirm the cancellation at your earliest convenience. If any additional information or documentation is needed, feel free to contact me at the above phone number or email address.

Thank you for your attention to this matter.

Sincerely,

[Your Name]