

Membership Termination Notice

To: [Member's Name]

[Member's Address]

[City, State, Zip Code]

Date: [Current Date]

Dear [Member's Name],

We are writing to inform you of the non-renewal of your membership with [Organization/Club Name], effective [Termination Date]. This decision has been made in accordance with the terms outlined in the membership agreement.

We appreciate your time spent as a member and thank you for your contributions during your membership. Should you have any questions or wish to discuss your membership, please feel free to contact us at [Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Organization/Club Name]

[Contact Information]