

Service Termination Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Web Hosting Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Web Hosting Company Name],

I am writing to formally notify you of my decision to terminate the web hosting services associated with my account [Account Number/Domain Name] effective immediately/as of [Termination Date].

According to the terms of service, I am providing this notice as required. Please confirm the cancellation of my account and any outstanding billing or refunds due.

Thank you for your services. I appreciate your support during my time with you.

Sincerely,

[Your Name]