

# Gas Service Cancellation Announcement

Dear [Customer Name],

We regret to inform you that your gas service with [Company Name] will be cancelled effective [Cancellation Date]. This decision was made due to [reason for cancellation].

Please ensure that all outstanding payments are settled by the cancellation date to avoid any additional fees.

If you have any questions or require further assistance, please do not hesitate to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[Company Phone Number]