

Account Closure Request

Dear [Service Provider's Name],

I am writing to formally request the closure of my account (Account Number: [Your Account Number]) due to my dissatisfaction with the service provided. Despite my attempts to address these issues, I have not seen any improvement.

Please consider this letter as my official notice for account closure. I would appreciate a confirmation of the closure and any final statements related to my account.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]