

Cancellation of Satellite Dish Installation Service

Date: [Insert Date]

To: [Company Name]

Address: [Company Address]

Dear [Recipient's Name],

I am writing to formally cancel the satellite dish installation service scheduled for [Insert Installation Date] under the order number [Insert Order Number].

After careful consideration, I have decided to discontinue this service. Please confirm the cancellation of my appointment and ensure that no charges will be applied to my account.

Thank you for your attention to this matter. I appreciate your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]