

Account Termination Notice

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Company Name],

I am writing to formally request the termination of my account with the username [Your Username] and email address [Your Email Address], effective immediately. This decision is based on my growing concerns regarding privacy and the handling of my personal data.

Please consider this letter as my official notice to close the account. I request confirmation of account closure and the deletion of all my personal data from your systems.

Thank you for your assistance in this matter.

Sincerely,

[Your Name]