

# Telemarketing Suspension Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Customer Service Department

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally request the suspension of all telemarketing calls directed to my phone number, [Insert Your Phone Number]. I would like to opt-out of any marketing-related communications in accordance with my preferences.

Please confirm the processing of this request and ensure that my number is removed from your telemarketing list.

Thank you for your attention to this matter.

Sincerely,

[Your Name]