

# Account Deletion Confirmation Request

Dear [Service Provider's Name],

I am writing to formally request the deletion of my account ([Your Account Name/ID]) associated with the email address [Your Email Address]. I would like to confirm that I have taken the necessary steps as outlined in your guidelines for account deletion.

Please confirm the deletion of my account and any associated data at your earliest convenience. If there are any further actions required on my part, kindly let me know.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]

[Date]