

Opt-Out of Loyalty Program

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Customer Service Team/Specific Name],

I am writing to formally request the cancellation of my membership in the [Loyalty Program Name] effective immediately. My account details are as follows:

Account Number: [Your Account Number]

Email Associated with Account: [Your Email Address]

Please confirm the cancellation of my membership by responding to this letter or emailing me at [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Name]