

# Withdrawal from Loyalty Program

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to formally withdraw my membership from the [Name of Loyalty Program]. My membership ID is [Your Membership ID].

After careful consideration, I have decided that I no longer wish to participate in the program. I kindly request that you process my withdrawal effective immediately and remove my personal information from your records.

Thank you for your understanding. Please confirm my withdrawal at your earliest convenience.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]