

Cancellation of Home Warranty Service Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Warranty Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Warranty Company Name],

I am writing to formally request the cancellation of my home warranty service request, which was submitted on [Insert Date]. My account number is [Insert Account Number]. I have decided not to proceed with the service at this time.

Please confirm the cancellation of this request in writing. Should you require any additional information to process this cancellation, feel free to contact me at the number or email listed above.

Thank you for your attention to this matter.

Sincerely,

[Your Name]