

Subscription Cancellation Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To Whom It May Concern,

I am writing to formally request the cancellation of my magazine subscription with [Magazine Name], effective immediately. Due to unforeseen financial circumstances, I am unable to continue my subscription at this time.

My subscriber details are as follows:

- Subscriber Name: [Your Name]
- Subscriber ID: [Your Subscriber ID]

I would appreciate a confirmation of my cancellation and any necessary steps that I need to follow. Thank you for your understanding.

Sincerely,

[Your Name]