

Food Subscription Box Cancellation Letter

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Customer Service/Specific Name],

I hope this message finds you well. I am writing to formally request the cancellation of my food subscription box, effective immediately. My account details are as follows:

Account Name: [Your Account Name]
Subscription ID: [Your Subscription ID]

Due to personal reasons, I am unable to continue with the subscription at this time. I appreciate the quality of your products and the service you provide. Thank you for your understanding in this matter.

Please confirm the cancellation of my subscription and ensure that no further charges are applied to my account.

Thank you for your attention to this matter.

Sincerely,

[Your Name]