

Notice of Discontinuation of Educational Service Subscription

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally inform you that we will be discontinuing your subscription to our educational service effective [Insert End Date]. This decision has been made after careful consideration and is necessary for the future direction of our services.

We want to take this opportunity to thank you for your support and engagement during your time with us. Our team greatly appreciates your commitment to education and the learning journey you embarked on with us.

If you have any questions regarding your subscription or would like assistance with the transition, please feel free to reach out to our customer service team at [Contact Information].

Thank you once again for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]