

Cancellation Notification

Date: [Insert Date]

Dear [Subscriber's Name],

We regret to inform you that your subscription to [Service Name] will be cancelled effective [Cancellation Date].

If you have any questions or concerns regarding this cancellation, please feel free to reach out to our customer support team at [Support Email] or [Support Phone Number].

Thank you for being a part of our community, and we hope to serve you again in the future.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]