

# Cancellation of Dance Course Enrollment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Dance School Name]

[Dance School Address]

[City, State, Zip Code]

Dear [Dance Instructor/Administrator's Name],

I am writing to formally cancel my enrollment in the [Name of Dance Course] scheduled to begin on [Start Date]. Due to [reason for cancellation, e.g., personal reasons, scheduling conflicts], I am unable to participate in the course.

I appreciate the support and guidance offered by [Dance School Name] and hope to enroll in future courses when my circumstances allow.

Thank you for your understanding.

Sincerely,

[Your Name]