

Revocation of Magazine Subscription Auto-Renewal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Customer Service Department

[Magazine Name]

[Magazine Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally request the revocation of the auto-renewal feature for my subscription to [Magazine Name]. My subscription details are as follows:

Subscriber ID: [Your Subscriber ID]

Subscription Start Date: [Start Date]

Please consider this letter my official notice to cancel the auto-renewal of my subscription, effective immediately. I do not wish to receive any further issues or charges to my account. If there are any final steps I need to take, please let me know.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]