

Notice to Cease Newspaper Deliveries

Date: [Insert Date]

To: [Newspaper Name]

Address: [Newspaper Address]

Dear [Newspaper Customer Service],

I am writing to formally request the cessation of my newspaper delivery services. My account details are as follows:

- Subscriber Name: [Your Name]
- Delivery Address: [Your Delivery Address]
- Account Number: [Your Account Number]

Please consider this letter as my official notice to stop all future deliveries effective immediately. I appreciate your prompt attention to this matter.

Thank you for your services.

Sincerely,

[Your Name]

[Your Contact Information]