Pest Control Service Cancellation Request

Your Name Your Address City, State, Zip Code Email Address Phone Number Date

Service Provider Name Company Name Company Address City, State, Zip Code

Dear [Service Provider Name],

I am writing to formally request the cancellation of my pest control service, effective immediately. My account number is [Your Account Number].

Please consider this letter as a notice of cancellation in accordance with the terms of your service agreement. I would appreciate a confirmation of the cancellation and any final billing statements.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely, [Your Name]