

# Tutoring Service Withdrawal Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Tutoring Service Name]

[Service Address]

[City, State, Zip Code]

Dear [Tutor's Name/ Tutoring Service Manager],

I hope this message finds you well. I am writing to formally notify you that I wish to withdraw from the tutoring services effective [Insert Effective Date].

While I have greatly appreciated the support and guidance provided, I have decided to pursue other educational avenues. I am grateful for all the assistance I have received during my time with your service.

Please let me know if there are any formalities I need to complete to finalize this withdrawal.

Thank you once again for your understanding.

Sincerely,

[Your Name]