

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Service Provider's Name]

[Service Provider's Address]

[City, State, Zip Code]

Dear [Service Provider's Name],

I am writing to formally request the cancellation of my swimming pool service, effective immediately, due to health-related issues that prevent me from utilizing the pool. My account number is [Your Account Number].

Although I have greatly appreciated the quality of your services, my current health circumstances necessitate this decision. I kindly ask for your understanding in this matter.

Please confirm the cancellation of my service and any final billing adjustments necessary.

Thank you for your attention to this matter.

Sincerely,

[Your Name]