

Swimming Pool Service Cancellation

Dear [Service Provider's Name],

I hope this message finds you well. I am writing to formally notify you of my decision to cancel the swimming pool maintenance services currently provided for my property located at [Your Address].

Due to an increase in personal expenses, I am seeking to reduce maintenance costs, and unfortunately, I must discontinue this service effective [Last Service Date].

I would like to take this opportunity to thank you for the quality service you have provided during our time together. I have appreciated your professionalism and expertise in maintaining my swimming pool.

Please confirm the cancellation of services and provide any final statements or invoices as needed.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]