

# Cancellation of Subscription

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[Date]

[Magazine Name]

[Magazine Address]

[City, State, Zip Code]

Dear [Magazine Name] Customer Service,

I am writing to formally request the cancellation of my subscription to your online magazine.

My subscription details are as follows:

Subscriber Name: [Your Name]

Account Number: [Your Account Number]

Email associated with subscription: [Your Email]

Please consider this letter as my official notice to cancel my subscription, effective immediately. I would appreciate a confirmation of cancellation at your earliest convenience.

Thank you for your assistance.

Sincerely,

[Your Name]