

Carpool Service Withdrawal Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Carpool Service Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally withdraw from the carpool service that I have been a part of since [start date]. Due to [brief reason for withdrawal, e.g., "personal circumstances," "schedule changes"], I will no longer be able to participate in the carpool arrangement.

I appreciate the service and the opportunity to ride with others. Thank you for your understanding.

Sincerely,

[Your Name]