

Cancellation of Audiobook Membership

Your Name: [Your Name]

Your Address: [Your Address]

City, State, Zip: [City, State, Zip]

Email Address: [Your Email]

Phone Number: [Your Phone Number]

Date: [Current Date]

To: [Audiobook Service Provider]

Customer Service Department

Company Address: [Company Address]

Subject: Cancellation of Audiobook Membership

Dear [Audiobook Service Provider],

I am writing to formally request the cancellation of my audiobook membership with the account number [Your Account Number]. I have appreciated the service; however, I have decided to discontinue my membership effective immediately.

Please confirm the cancellation and ensure no further charges are incurred on my account. If you require any additional information or have any questions, feel free to contact me via the details provided above.

Thank you for your attention to this matter.

Sincerely,

[Your Name]