

Cancellation Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Formal Cancellation of Solar Panel Lease Agreement

Dear [Recipient Name],

I am writing to formally notify you of my decision to cancel the solar panel lease agreement dated [enter date] for the property located at [enter property address]. As per the terms of the agreement, I am providing this written notice within the stipulated time frame.

While I appreciate the services provided to me, after careful consideration, I have decided that it is in my best interest to discontinue the lease.

Please confirm the receipt of this cancellation notice and provide guidance on the next steps to finalize this process. I would appreciate your prompt attention to this matter.

Thank you for your cooperation.

Sincerely,

[Your Name]