

Notice of Service Termination

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you that, effective [Insert Termination Date], we will be discontinuing our debris collection service at your location. This decision has been made due to [brief reason for termination, if applicable].

We appreciate your past patronage and apologize for any inconvenience this may cause. Should you require assistance in finding an alternative service provider, please feel free to reach out to us.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]