

Cancellation of Recycling Service

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Company Name],

I am writing to formally cancel my recycling service with your company, effective immediately, due to unsatisfactory service.

Despite multiple communications regarding my concerns, I have not seen improvements in the quality of the service provided. Therefore, I have decided to discontinue my service.

Please confirm the cancellation of my account and any outstanding charges. I would appreciate your prompt attention to this matter.

Thank you for your understanding.

Sincerely,

[Your Name]