

Service Cancellation Notice

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Customer Service Department

[Service Provider Name]

[Provider Address]

[City, State, Zip Code]

Subject: Cancellation of Auto Roadside Assistance Service

Dear Customer Service,

I am writing to formally request the cancellation of my auto roadside assistance service with [Service Provider Name], effective immediately. My account number is [Account Number].

Due to [reason for cancellation], I no longer require the services provided. Please confirm the cancellation of my account and ensure that no further charges are applied.

Thank you for your assistance.

Sincerely,

[Your Name]