

Membership Cancellation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I hope this message finds you well. I am writing to formally request the cancellation of my membership with [Wine Club Name], effective immediately.

Regrettably, due to health concerns, I am unable to continue my participation in the club. This decision was not made lightly, as I have truly enjoyed being a part of your community and exploring the wonderful selections of wines.

Please confirm the cancellation of my membership and any outstanding payments or refunds, if applicable. I appreciate your understanding in this matter.

Thank you for your assistance and for the enjoyable experiences during my time as a member.

Sincerely,

[Your Name]