

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Wine Club Name]

[Wine Club Address]

[City, State, Zip Code]

Dear [Wine Club Manager's Name],

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

Unfortunately, my experience with the club has not met my expectations. Despite my enthusiasm, I have found that the quality of wines and the overall service have not aligned with what was promised at the time of sign-up.

I appreciate the efforts made by your team, but I believe it is best for me to discontinue my membership at this time. I request a confirmation of the cancellation and any necessary steps to conclude my membership.

Thank you for your attention to this matter. I wish you and the club all the best moving forward.

Sincerely,

[Your Name]