

Beer Club Account Closure Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Beer Club Name]

[Beer Club Address]

[City, State, Zip Code]

Dear [Beer Club Name] Team,

I hope this message finds you well. I am writing to formally request the closure of my account with your beer club, effective immediately. My account details are as follows:

Account Holder Name: [Your Name]

Account Number: [Your Account Number]

Please confirm the closure of my account and any final transactions that may be necessary. I would appreciate a written confirmation of the account closure when processed.

Thank you for your assistance with this matter.

Sincerely,

[Your Name]