

Beer Club Membership Discontinuation Request

To: [Beer Club Name]

Date: [Current Date]

Dear [Beer Club Manager's Name],

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

My membership ID is [Your Membership ID] and the reason for my request is [briefly state your reason, e.g., personal circumstances, relocation, etc.].

I want to take this opportunity to thank you and the entire team for the wonderful experiences and camaraderie I've enjoyed during my time as a member. I truly appreciate the moments and connections that I have made.

Please confirm the cancellation of my membership at your earliest convenience. I would appreciate any information regarding any final steps I need to complete.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Contact Information]