

Membership Cancellation Request

Date: [Insert Date]

To: [Cheese Club Name]

Address: [Cheese Club Address]

Dear [Cheese Club Manager's Name],

I am writing to formally request the cancellation of my membership with the Cheese Club, effective immediately. My membership details are as follows:

- Member Name: [Your Full Name]
- Membership ID: [Your Membership ID]
- Email: [Your Email Address]

While I have enjoyed being a part of the Cheese Club and appreciate the experiences I have had, I have decided to cancel my membership for personal reasons.

Please confirm the cancellation of my membership and any necessary steps I need to take. I would appreciate a written confirmation of the cancellation at your earliest convenience.

Thank you for your understanding.

Sincerely,

[Your Full Name]

[Your Phone Number]