

Withdrawal of Sponsorship

Date: [Insert Date]

[Chamber of Commerce Name]

[Chamber Address]

[City, State, Zip Code]

Dear [Chamber Contact Name],

I hope this message finds you well. I am writing to formally notify you of our decision to withdraw our sponsorship from [Event/Initiative Name] scheduled for [Event Date].

Due to [brief reason for withdrawal, if comfortable sharing], we regret that we are unable to continue our support. This was a difficult decision, as we value the relationship we have built with the Chamber of Commerce.

We appreciate the opportunity to have been part of the organization and wish you success in your future endeavors.

Please confirm the receipt of this letter and let us know if there are any final formalities we need to complete.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]