

Membership Closure Statement

Date: [Insert Date]

[Member's Name]

[Member's Address]

[City, State, Zip Code]

Dear [Member's Name],

We hope this letter finds you in great spirits. We would like to take this opportunity to thank you for being a valued member of [Organization Name]. Your participation and contributions have made a significant impact on our community.

As of [Closure Date], we regret to inform you that your membership with [Organization Name] will be closed. This decision has been made due to [brief explanation of the reason, if applicable].

We appreciate all your efforts and dedication during your time with us. If you have any questions regarding this closure, or if there's anything we can assist you with moving forward, please don't hesitate to reach out to us at [Contact Information].

Thank you once again for your service and support. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Organization Contact Information]