

# Subscription Cancellation Request

Date: [Insert Date]

[Your Name]

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[City, State, Zip Code]

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To Whom It May Concern,

I am writing to formally request the cancellation of my digital subscription to [Magazine Name], effective immediately. My subscription ID is [Insert Subscription ID].

Due to personal reasons, I must discontinue my reading. I appreciate the quality content and service provided by your magazine but, at this time, I can no longer maintain my subscription.

Please confirm the cancellation of my subscription and ensure that no further charges will be made to my account.

Thank you for your understanding.

Sincerely,

[Your Name]