

Cancellation Request for Satellite Radio Service

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Customer ID: [Your Customer ID]

To Whom It May Concern,

I am writing to formally request the cancellation of my satellite radio service with the account number [Your Account Number].

Please consider this letter as my official notice for cancellation, effective immediately. I request confirmation of my cancellation along with the final billing statement.

Thank you for your attention to this matter. Should you require any further information, please do not hesitate to contact me.

Sincerely,

[Your Name]