

Subscription Cancellation Notice

Date: [Insert Date]

To: [Insert Satellite Radio Company Name]

Customer Service

[Company Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally request the cancellation of my satellite radio subscription with the account number [Insert Account Number]. Please consider this letter as my notice of cancellation, effective immediately.

While I have enjoyed your service, I have decided to discontinue my subscription due to [insert reason if desired]. I kindly ask you to confirm the cancellation of my subscription and to send me a confirmation via email at [Insert Email Address] or by mail to my address provided below.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]