

Subscription Cancellation Notice

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally request the cancellation of my graphic design subscription with [Company Name], effective immediately. My account details are as follows:

- Name: [Your Name]
- Email: [Your Email]
- Subscription Plan: [Your Plan]

Unfortunately, I have been dissatisfied with the service provided. [Briefly explain your reasons for dissatisfaction, e.g., "The designs delivered did not meet my expectations," or "The response time for revisions was too long."]

As per your cancellation policy, I expect to receive confirmation of my subscription cancellation and any outstanding charges to be waived. Please reach out to me if you require any further information.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Contact Information]