

# Cancellation of Web Hosting Service

Date: [Insert Date]

To: [Web Hosting Company Name]

Address: [Company Address]

Dear [Customer Service/Department Name],

I am writing to formally request the cancellation of my web hosting service with [Web Hosting Company Name], effective immediately. My account number is [Insert Account Number].

Due to current budget constraints, I can no longer afford the expenses associated with this service. It has been a pleasure working with your team, and I appreciate the support provided throughout my time as a customer.

Please confirm the cancellation of my account and ensure that no further charges are made to my payment method.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]