

Cancellation of Photography Club Membership

Date: [Insert Date]

To,

[Photography Club Name]

[Club Address]

[City, State, Zip Code]

Dear [Club President's Name/Club Coordinator],

I am writing to formally cancel my membership in the [Photography Club Name], effective immediately. My membership ID is [Your Membership ID].

This decision comes after careful consideration, and I appreciate the experiences I have gained during my time in the club. However, due to [brief reason for cancellation, if desired], I have decided it is best for me to step down.

Please confirm the cancellation of my membership at your earliest convenience. If there are any formalities I need to complete, kindly let me know.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]