

# Concern Regarding Service Cancellation

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my concerns regarding the recent cancellation of my service (Account Number: [Your Account Number]). I was surprised to receive the notification, as I had not anticipated any issues with my account.

I valued the service provided and was looking forward to continuing our relationship. I would appreciate any clarification regarding the reasons for the cancellation and if there are any steps I can take to resolve this matter.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]