

# Membership Exit Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Club Name]

[Club Address]

[City, State, Zip Code]

Dear [Club President/Secretary's Name],

I am writing to formally notify you of my decision to exit my membership from [Club Name], effective immediately.

It has been a pleasure to be a part of the club, and I appreciate the experiences and friendships I have gained during my time as a member. However, due to [brief reason if desired, e.g., personal commitments, relocation, etc.], I can no longer continue my membership.

Please let me know if there are any formalities I need to fulfill regarding my exit.

Thank you for your understanding. I wish [Club Name] all the best for the future.

Sincerely,

[Your Name]