

Inquiry About Timeshare Cancellation Policy

Date: [Insert Date]

To: [Timeshare Company Name]

Attn: Customer Service Department

Address: [Company Address]

Email: [Company Email]

Dear Customer Service Team,

I hope this message finds you well. My name is [Your Name], and I am writing to inquire about the cancellation policy associated with my timeshare agreement at [Property Location/Name].

Specifically, I would like to understand the following:

- The timeframe and conditions under which I can cancel my timeshare.
- Any fees or penalties that may be applicable for cancellation.
- Required documentation or procedures to initiate the cancellation process.

Thank you for your assistance. I look forward to your prompt response so that I may proceed accordingly.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]