

Autopay Cancellation Request

Date: **[Insert Date]**

To: **[Company Name]**

Address: **[Company Address]**

Email: **[Company Email]**

Dear Customer Service,

I am writing to request cancellation of my autopay subscription for [Subscription Service Name] associated with my account. My account number is [Your Account Number].

Please consider this letter as my formal notice of cancellation, effective [Insert Effective Cancellation Date]. I would appreciate a confirmation of the cancellation and any final billing details.

Thank you for your assistance in this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]