

# Cancellation Confirmation

Date: [Insert Date]

Dear [Client Name],

We are writing to confirm the cancellation of your logistics service request with us, originally scheduled for [Insert Date]. We acknowledge your request to discontinue the service, and we have processed this cancellation successfully.

If you have any questions or need further assistance, please feel free to reach out to our customer service team at [Insert Contact Information]. We are here to help!

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]