

# Membership Termination Notice

Date: [Insert Date]

[Member's Name]

[Member's Address]

[City, State, Zip Code]

Dear [Member's Name],

We hope this letter finds you well. We regret to inform you that your membership with [Organization Name] will be ending on [End Date]. This decision was made in accordance with our membership policies.

We want to take this opportunity to thank you for your participation and support during your time with us. Your contributions have been invaluable, and we genuinely appreciate the time and effort you have dedicated to our community.

If you have any questions regarding the termination of your membership or wish to discuss it further, please do not hesitate to contact us at [Contact Information].

Thank you once again for being a part of [Organization Name]. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Organization Contact Information]