

Cancellation Confirmation

Dear [Customer's Name],

We are writing to confirm the cancellation of your telephone service with us. Your account number is [Account Number].

Your service will officially be terminated as of [Cancellation Date]. Please ensure that you have returned any rented equipment associated with your service to avoid further charges.

If you have any questions or require assistance, feel free to contact our customer service at [Customer Service Phone Number] or email us at [Customer Service Email].

Thank you for choosing our service.

Sincerely,

[Your Company's Name]

[Your Company's Address]

[Your Company's Contact Information]