

Community Group Membership Termination

Date: [Insert Date]

Dear [Member's Name],

We hope this message finds you well. We are writing to formally inform you that your membership in [Community Group Name] has been terminated, effective immediately.

This decision was made following [brief explanation of reason for termination, e.g., non-compliance with group guidelines, lack of participation, etc.]. We believe that this action is in the best interest of the community.

We appreciate your past contributions and participation in our activities. Should you wish to discuss this matter further, please do not hesitate to reach out to us.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Community Group Name]

[Contact Information]