

Service Cancellation Acknowledgment

Date: [Insert Date]

Dear [Customer's Name],

We have received your request to cancel your service with [Company Name]. This letter serves as confirmation of the cancellation of your service, effective [Insert Cancellation Date].

We appreciate your business and hope to serve you again in the future. If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for choosing [Company Name].

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]