

# Cancellation Confirmation

Date: [Insert Date]

Dear [Customer's Name],

This letter is to confirm the cancellation of your services with us as per your request dated [Insert Request Date]. We have successfully processed the cancellation, and no further charges will be incurred.

If you have any questions or require further assistance, please feel free to contact us at [Insert Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Company Contact Information]