

Termination of Membership Recognition

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally acknowledge the termination of your membership with [Organization/Club Name], effective [Insert Termination Date].

We appreciate your contribution and participation during your time with us. Your involvement has been valuable and has made an impact on our community.

If you have any remaining questions or if there's anything we can assist you with, please do not hesitate to reach out.

Thank you once again, and we wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Organization/Club Name]

[Contact Information]