

# Invoice Cancellation Notification

Dear [Customer Name],

We have received your request to cancel the invoice #[Invoice Number] issued on [Invoice Date]. We are writing to confirm that your cancellation request has been processed.

If you have any questions or require further assistance, please do not hesitate to contact us.

Thank you for your understanding.

Sincerely,

[Your Name]  
[Your Position]  
[Company Name]  
[Contact Information]