

Utility Service Cancellation Confirmation

Date: [Insert Date]

Customer Name: [Insert Customer Name]

Address: [Insert Customer Address]

Dear [Customer Name],

We hereby confirm the cancellation of your utility service at the above address, effective [Insert Effective Date].

If you have any outstanding balance or issues to address, please contact our customer service department at [Insert Contact Number] or [Insert Email Address].

Thank you for your past service, and we wish you all the best in the future.

Sincerely,

[Utility Company Name]

[Utility Company Address]

[Utility Company Contact Information]