

# Revocation of Check Payment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally revoke the check payment issued to you on [Insert Date of Check] with check number [Insert Check Number] for the amount of [Insert Amount].

Due to [reason for revocation], I request that you do not present this check for payment. I apologize for any inconvenience this may cause.

If you have any questions or need further clarification, please don't hesitate to contact me at [Your Phone Number] or [Your Email].

Thank you for your understanding.

Sincerely,

[Your Name]