

Subject: Urgent Request for Immediate Service Cancellation

Dear [Service Provider],

I hope this message finds you well. I am writing to formally request the cancellation of my service with [Service/Account Number] effective immediately. Due to ongoing issues with [specific reason for cancellation], I am left with no choice but to terminate my contract. I have fulfilled all obligations on my end, including timely payments and adherence to terms. Despite multiple attempts to resolve these concerns through customer support, the issues remain unaddressed.

I expect confirmation from your side regarding the termination of the service by [specific date]. Please ensure that no further charges are applied to my account beyond the cancellation date.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]