

Cancellation due to relocation

Subject: Internet Service Cancellation Due to Relocation

Dear [Provider Name] Customer Service,

I am writing to request cancellation of my internet service due to my upcoming relocation. My current service details are: Account #[Number], Address: [Current Address], Phone: [Number].

I will be moving to [New Address/City/State] on [Date], where your services are unfortunately not available. I have confirmed this through your coverage area checker on your website.

Please schedule service disconnection for [Date] and provide instructions for equipment return. I understand there may be early termination fees, but I hope you will consider waiving these charges given the circumstances are beyond my control.

I would appreciate receiving a final statement and confirmation that my account will be closed without affecting my credit rating. If you offer services in my new area in the future, I would gladly consider reconnecting.

Best regards,

[Your Name]

[Contact Information]

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