

Provisional Membership Termination Request

Subject: Request for Membership Termination

Dear [Manager Name],

Due to [reason, e.g., relocation, personal commitments], I would like to request the termination of my membership with [Organization/Club Name]. I understand any pending obligations and will ensure they are resolved before the termination date [date].

Please confirm the termination and provide details of any final formalities.

Sincerely,

[Your Name]

[Membership ID]

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