

Response Letter to Cancellation of Service

Dear [Customer Name],

I am sorry to hear that you have decided to cancel your service with us. We value your business and would like to take this opportunity to address any concerns you may have.

Please let us know what has caused you to cancel your service, so we can take appropriate measures to address the issue. We would appreciate any feedback that could help us improve our services and better meet your needs in the future.

In the meantime, please note that your cancellation request has been processed, and we will be disconnecting your service on the requested date. If there is anything else we can do to assist you in the meantime, please don't hesitate to contact us.

Thank you for your business and for the opportunity to serve you. We hope to have the chance to work with you again in the future.

Sincerely,

[Your Name]

[Company Name]