Immediate service cancellation

Subject: Immediate Cancellation Request for [Service Name]

Dear [Service Provider Name],

Due to unforeseen circumstances, I urgently request the immediate cancellation of my [Service

Name] associated with account [Account Number]. Please ensure no further charges are made.

Kindly confirm this action at the earliest convenience.

Regards,

[Your Name]

Get more templates here: https://www.lettersandtemplates.com/letters/service-cancellation-letter