

Casual email for stopping a standing order

Subject: Stop My Standing Order

Hello [Bank Name],

I need to cancel my standing order with the following details:

- Account Name: [Your Name]
- Account Number: [Your Account Number]
- Beneficiary: [Beneficiary Name]
- Amount: [Amount]
- Frequency: [Weekly/Monthly]

Please let me know once it has been stopped.

Thanks,

[Your Name]

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