

## Simple and quick request

Subject: Cancel My Subscription

Hi [Service Team],

Iâ€™d like to cancel my subscription with [Service/Company Name], effective immediately.

Please stop any future charges and confirm once the cancellation is done.

Thanks for your help!

Best,

[Your Name]

**Get more templates here:**

<https://www.lettersandtemplates.com/letters/subscription-cancellation-letter>