

Service Issue Cancellation

Subject: Termination of Telephone Connection Due to Poor Service

Dear Customer Relations,

I regret to inform you that I wish to cancel my telephone connection with account number [XXXX].

The reason for this decision is the persistent service interruptions and lack of satisfactory resolution to my complaints.

I request the cancellation be processed by [date] and a final bill issued. I would appreciate a confirmation of account closure in writing.

Thank you for your attention.

Sincerely,

[Your Name]

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