

Professional Timeshare Cancellation Letter for Corporate Clients

Subject: Official Cancellation of Timeshare Agreement

Dear [Timeshare Company Name],

We are writing on behalf of [Company Name] to formally terminate our timeshare agreement, contract number [Contract Number], effective immediately. Please ensure that all associated services and payments are discontinued.

We request written confirmation of this cancellation at your earliest convenience. Thank you for your prompt cooperation.

Sincerely,

[Authorized Person]

[Position]

[Company Name]

[Contact Information]

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