

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

eBay Customer Support

[Relevant eBay Support Email or Address]

Subject: Request for eBay Listing Removal

Dear eBay Customer Support,

I hope this message finds you well. I am writing to formally request the removal of my eBay listing for the item [Item Title/Description], with the listing number [Listing Number].

I understand that compliance with eBay's policies and guidelines is crucial, and I want to ensure that my listing adheres to all regulations. Unfortunately, [briefly explain the reason for the removal request, e.g., "I mistakenly listed an incorrect item," or "I need to withdraw it due to unforeseen circumstances."]

I kindly ask that you assist me in removing this listing at your earliest convenience. Thank you for your attention to this matter. If further information is needed, please do not hesitate to contact me.

Best regards,

[Your Name]

[Your eBay User ID]