

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

Subject: Request for Erasure of Personal Data under GDPR

Dear [Data Protection Officer/Relevant Contact],

I am writing to formally request the erasure of my personal data under Article 17 of the General Data Protection Regulation (GDPR). My details are as follows:

- Full Name: [Your Full Name]
- Email Address: [Your Email Address]
- Account Number/ID (if applicable): [Your Account Number/ID]

I am requesting the deletion of my personal data for the following reasons:

- [Reason 1]
- [Reason 2]
- [Reason 3]

According to GDPR, I have the right to request the erasure of my personal data, and I expect your compliance with this request within one month of receipt. If you require any further information to process my request, please let me know.

Please confirm receipt of this request and inform me of the actions you take in response to this erasure request.

Thank you for your attention to this matter.

Sincerely,  
[Your Name]