

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

Dear [Recipient's Name or Customer Service],

Subject: Cancellation of LNC Services

I am writing to formally request the cancellation of my LNC services with [Company Name], effective immediately. My account details are as follows:

- Account Name: [Your Name]
- Account Number: [Your Account Number]

Please confirm the cancellation of my services and ensure that no further charges will be applied to my account. I would appreciate receiving written confirmation of the cancellation at your earliest convenience.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]