

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

Customer Service
VZW (Verizon Wireless)
[Company Address]
[City, State, Zip Code]

Subject: Request for Account Closure

Dear Verizon Wireless Customer Service,

I am writing to formally request the closure of my Verizon Wireless account. Below are the details of my account for your reference:

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

Please process my account closure request effective immediately. I would appreciate a confirmation of this request and a final statement of my account.

Thank you for your prompt attention to this matter.

Sincerely,
[Your Name]