

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

YVR Customer Service

[Address of YVR Customer Service]
[City, State, Zip Code]

Dear YVR Customer Service,

Subject: Service Cancellation Request

I am writing to formally request the cancellation of my service associated with the following details:

- Name: [Your Name]
- Account Number: [Your Account Number]
- Service Type: [Type of Service]
- Service Start Date: [Start Date]

Due to [insert reason for cancellation], I have decided to discontinue my service effective immediately. Please confirm the cancellation and any final statements or charges that may apply.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]