

Service Contract Cancellation Letter

[Name]

[Contract or consumer number if any]

[Your Address]

[City, State, Zip Code]

[Date]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear Sir / Madam,

I would like to inform you that I am officially cancelling our contract for monthly maintenance of my lawn. Our contract ends on [Date], and I do not wish to renew it as I no longer own the house. Thank you for your services up until this point, and I hope that you will provide me with a prorated refund for the remainder of the contract.

If you have any questions, please do not hesitate to contact me at [Phone Number].

Thank you for your time.

Sincerely,

[Signature]

[Your Name]

[List of Enclosures]