

Postpaid Service Contract Cancellation Letter

[Your Name]

[Address]

[Letter Date]

[Recipient's Name]

[Address]

[Subject: Subject of Letter] -Optional-

Dear [Recipient's name]

I am writing this letter to you in order to inform you that I would like to cancel my postpaid plan with your company. Since your company was famous for your cheap calling rates, I had taken the postpaid plan and found it satisfactory. The reason of my cancellation now is the calling rates that have suddenly increased. I think I cannot afford such high bills on monthly basis. Kindly cancel my plan. A suggestion, however, that I would like to make is; kindly think of providing some low rate calling hours to your customers so that more people can avail the opportunity. I will also think to resume my plan if such packages are introduced. For now please cancel my plan. Thank you for your services!

Sincerely,

[Your Name]

[Your Title] -Optional-