

Gym Membership Cancellation Letter

Member Information

Member Name: _____

Address: _____

Membership ID/Account #: _____

Date: _____

Subject

Gym Membership Cancellation Request

Body

Dear [Gym Name/Manager],

I am writing to formally request cancellation of my gym membership, effective immediately. Please confirm cancellation in writing and stop all future billing to my account.

Sincerely,
[Your Name]