

TIMESHARE CANCELLATION LETTER

Subject: Timeshare Cancellation Request - Membership No. 123456

Dear [Timeshare Company Name],

I hope this letter finds you well. I am writing to formally request the cancellation of my timeshare contract with Azure Resorts, under membership number 123456. This decision is not made lightly, but after careful consideration and due to unexpected financial strain caused by unforeseen circumstances.

I kindly request that you treat this letter as an official notice of cancellation in accordance with the terms and conditions outlined in my timeshare contract. To facilitate the process, I have provided the necessary details below:

- **My Personal Information:**

- Full Name: Jane Doe
- Address: 123 Main Street, Anytown, USA
- Phone Number: (555) 555-1234
- Email Address: jane.doe@email.com

- **Timeshare Details:**

- Resort or Property Name: Azure Resorts
- Membership Number: 123456
- Date of Purchase: January 15, 2018

- **Reasons for Cancellation:**

Due to unforeseen financial strain caused by [briefly explain the circumstances], I find it necessary to cancel my timeshare contract with Azure Resorts. The current financial situation makes it challenging for me to continue meeting the financial obligations associated with the timeshare.

I kindly request a written confirmation of this cancellation and the necessary steps that will be taken to conclude the process. Additionally, please provide any further instructions or documentation required from my end to facilitate a smooth resolution.

I understand that there may be financial implications associated with this cancellation, and I am prepared to fulfill any outstanding obligations in accordance with the terms of the contract. I kindly request detailed information regarding any remaining financial responsibilities and the process for settling them.

I anticipate your prompt attention to this matter and expect a written response confirming the cancellation within 30 days from the date of this letter. Your cooperation in this process is greatly appreciated.

Thank you for your immediate attention to this matter, and I look forward to resolving this issue amicably.

Sincerely,

Jane Doe
[Your Signature - if sending a physical copy]