

WESTGATE TIMESHARE CANCELLATION LETTER

Westgate Resorts
Attn: Customer Service Department
2801 Old Winter Garden Road
Ocoee, FL 34761

Subject: Timeshare Cancellation Request

Dear Westgate Resorts Customer Service,

I am writing to formally request the cancellation of my timeshare agreement with Westgate Resorts. After careful consideration, I have decided that it is in my best interest to terminate my timeshare contract due to [briefly explain your reasons, such as financial constraints, change in vacation preferences, or any other relevant reason].

Here are the details of my timeshare:

Owner Name: [Your Full Name]

Contract Number: [Your Contract Number]

Property/Resort Name: [Name of the Resort]

Purchase Date: [Date of Purchase]

I kindly request that you initiate the cancellation process for my timeshare and provide me with the necessary documentation and instructions to complete this process successfully. I understand that there may be applicable fees or procedures, and I am willing to comply with all requirements to expedite the cancellation.

Please provide me with a confirmation letter once the cancellation is processed, detailing the termination of my timeshare contract. Additionally, I would appreciate information on any remaining obligations, outstanding fees, or further actions required on my part.

For your convenience, I have included my contact information above. I am open to discussing this matter further if needed. I am committed to completing this process in a timely and efficient manner and appreciate your prompt attention to this request.

Thank you for your understanding and cooperation in this matter. I look forward to receiving confirmation of the cancellation at your earliest convenience.

Sincerely,

[Your Full Name]

[Your Signature - if sending a hard copy]