## Sample 1 - Timeshare Cancellation Letter

[Tammy Bridges]  
[324 South Beach Lane]  
[San Francisco, CA  90008]  
[(123) 444-0021]  
[tammy@email.com]

[July 09, 2021]  
  
[XYZ Timeshare Company]  
[197 Timeshare Road]  
[Berkeley, CA  90003]  
[(324) 212-5890]

Attention: Customer Service

RE: Contract Number: [12345678]

To who it may concern,

I want to discuss the required cancellation of my timeshare contract. My name is [Tammy Bridges] and I purchased a timeshare with [XYZ Timeshare Company] on [1/23/2021].

As per the timeshare contract, I am writing you within the rescission period in order to cancel this timeshare contract.

Timeshare: [ABC Resorts]  
Owner: [Tammy Bridges]  
Contract Number: [12345678]  
Date of Purchase: [01-23-2021]  
  
This decision is made for the following reasons:  
  
1. On my initial investment into the timeshare I felt this was an opportunity I could afford. Now that I have taken the time to properly analyze my financial situation, I feel this is no longer a smart investment.  
  
2. Although there are many unique opportunities found at this location, there are many other expenses associated with owning a timeshare that I did not account for.  
  
To clarify, I need to cancel my timeshare contract immediately. Please provide me with a written response showing you have received this letter within the rescission period. Additionally, please provide me with the information I will require to receive my initial deposit.  
  
Sincerely,

[Tammy Bridges]