**Cancel Timeshare contract sample letter**

(Your Name)

(Address line 1)

(Address line 2)

(Address line 3)

(Date)

(Company Name)

(Address line 1)

(Address Line 2)

(Address line 3)

Dear Sir or Madam,

RE: (contract number/receipt number/invoice number)

On the (add date) I purchased a Timeshare from you, for use between (week/period) at the (resort name and location).

Due to a change in circumstances I would now like to cancel this contract and remove any further liability to pay the yearly maintenance fees.  A variety of factors have contributed towards this request to cancel: \*\*delete bullets as appropriate\*\*

* Increased yearly fees that have become unaffordable
* Inability to travel to the destination due to (age/illness)
* The timeshare is not what it was originally sold to me as
* I don’t want to pass the financial burden on to my family
* I’m no longer with my partner

Please rescind my contract with immediate effect and provide a written confirmation.

I would appreciate your prompt response but request a reply to be provided within 14 days of receipt of this letter.

Yours faithfully

(Your Name)  
(email address)