Timeshare Contract Cancellation letter

Date\_\_\_\_\_\_\_\_  
 

To,  
Name of the Person  
Designation  
Organization Name  
Address \_\_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
   
                                               **Subject: Timeshare Contract cancellation**  
   
 Dear,  
   
This is to notify you that I am timeshare canceling my contract with your company. I have taken this decision because of financial hardships for the last few months.

It is clearly mentioned in the contract that this contract can be canceled in the first quarter.

I hope to settle our accounts before the end of the month.

Thank you so much for your understanding.

Sincerely Yours,  
 

Authorized Person´s Name  
Designation  
Organization Name  
Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_