First name Name

Street, Number

ZIP, City

 **Registered mail**

 Company name

 Street, Number

 ZIP, City

City, 13.09.16

**Cancellation of cable connection**

Dear Sir or Madam,

I am hereby cancelling my cable connection. Please report this to the cable provider immediately. I would like you to cancel the connection at the earliest possible date. Article 35a of the Telecommunications Act [Fernmeldegesetz-FMG] stipulates a reasonable notice period for this connection. I consider a maximum of three months to be reasonable.

I am requesting that you take this into account in the calculation of my utilities cost as soon as the charges for my connection no longer apply, and that you please send me a written confirmation of the cancellation date.

I can be reached at      . Please forward my phone number to the cable provider so that they can contact me directly to organize an appointment to block my cable connection socket.

I kindly ask you to send me a confirmation of the contract change.

Thank you very much.

Sincerely,

(Signature)

First name Name