

[Your address]

[Bank/building society address]

Dear Sir /Madam,

**Reference: Cancellation of a direct debit**

Account number: [xxxxxxxx]

Sort code: [xxxxxx]

Company name: **5 Star Association**

Reference: [insert the Direct Debit reference from your bank statement]

Amount: [£2 / £1 - delete as appropriate depending on whether you pay the full or concessionary rate]

Date: [e.g. 1<sup>st</sup> of the month]

Please cancel the Direct Debit Instruction detailed above effective from [insert date].

I have emailed / mailed a copy of this letter to **5 Star Direct Democracy Party** for their information.

Yours faithfully,

[Your signature here]

[Your name here]