

[Your Name]  
[Your Address]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Recipient Name]  
[Company Name]  
[Company Address]

**RE: Notice of Breach of Contract and Cancellation of Electronic Funds Transfer (EFT) Authorization**

To [Name of Recipient or Billing Department],

This letter serves as formal notice that you are in breach of our agreement dated [Date of Contract] regarding [Nature of Contract/Services].

Specifically, you have failed to fulfill the following obligations: [Briefly describe the breach, e.g., failure to provide services, missed deadlines, or incorrect billing].

Due to this material breach of contract, I am exercising my right to terminate our agreement effective immediately. Furthermore, I hereby revoke my authorization for [Company Name] to initiate any further Electronic Funds Transfers (EFT), ACH debits, or automatic charges from my account ending in [Last four digits of bank account].

I have notified my financial institution of this revocation. Any further attempts to withdraw funds from my account will be considered unauthorized and will be contested.

Please provide written confirmation within [Number] days that my account has been closed and that all future automatic payments have been canceled.

Sincerely,

[Your Signature]

[Your Printed Name]