

I'm not robot!

PLANNING AND DESIGN CONTRACT (B)

Between

- Retail Design Associates, Inc. (RDA, Inc.) -

AND

(Client Business Name)

(Owner/Contact Name)

(Mailing Address)

(Telephone)

(Fax)

CONTRACT DATE: _____

Termination Letter

[Business Name]

[Insert date here]

[Type employee name here]

[Type address here]

[Address line 2]

Dear [Type first name here],

Re: TERMINATION OF EMPLOYMENT

On behalf of the [insert name of company], I hereby advise that your employment is terminated [choose one – with 1–5 weeks' notice in accordance with the notice provisions of the NES OR effective immediately] for [insert primary reason for termination, eg, failure to satisfactorily perform your duties as a [insert job title here], OR misconduct if any.]

This notification was verbally made to you at a meeting that was held at the company [insert 'today' or date]. [Optional - In attendance at the meeting was your support person [insert name or representative], and on behalf of the company [insert name or representative].]

The reasons for your termination of employment include:

1. [state the first reason here]
2. [state the second reason here]
3. [state the third reason here]
4. [Others.]

Your termination is effective [insert date]. [Optional – In the case of dismissal with notice – We confirm that the Company does not require you to work out your notice period and accordingly you will be paid in lieu of notice]

I have enclosed a statement of service. An official employment separation certificate submitted to _____ has also been enclosed with this correspondence. All statutory and employee entitlements shall be paid into your nominated bank account no later than [insert date here].

Yours sincerely,

[Insert name here]

[Insert title of manager here]

[Date of letter-month, day, and year]

[Recipient's first and last names]

[Company name]

[Street or P.O. box address]

[City, State ZIP code]

Dear [recipient's name]:

I am writing to cancel my daughter's dental exam and cleaning appointment, which is scheduled for this

Thursday, February 25th at 3 p.m. We must cancel this appointment because of illness in our family.

We would like to reschedule for sometime at least two weeks from now, and I will call you to set up a new appointment.

Thank you for your attention to this matter, and I apologize for any inconvenience caused by this cancellation.

Sincerely,

[Signature]

[Sender's first and last names]

DJ - PROMOTER AGREEMENT

AGREEMENT made this ___ day of _____, 20___, by and between _____ hereinafter referred to as the Promoter, and _____ hereinafter referred to as the DJ.

WITNESSETH NOW THEREFORE, in consideration of the promises and the agreements herein contained and intending to be legally bound hereby, the Parties do agree as follows:

- The Promoter hereby engages the DJ to provide a DJ service. The service to be performed at Event Location: _____ (Venue): _____ (Address): _____ (Phone #): _____
- DJ hereby agrees to provide a DJ service for the Promoter at the hereinabove location.
- The said DJ service shall consist primarily of providing musical entertainment by means of a recorded music format.
- DJ hereby agrees to render his professional services and is at all times to have complete control of his equipment.
- The Parties hereby agree that the DJ shall be provided and accepted on the following date(s) and time(s) of the engagement:
 - Date(s): _____
 - Start Time(s): _____; Finish Time(s): _____
 - (___ hours minimum).
- The Promoter in consideration of the DJ service to be rendered by the DJ, and the mutual promises contained herein, hereby agrees to pay to the DJ the following consideration:
 - A Reservation Fee of £ _____, which shall be required to secure the services of DJ for the engagement.
 - The Performance Fee is £ _____ for the times outlined above (clause 5). The Performance Fee shall be a sum inclusive of the Reservation Fee and the balance shall be paid immediately upon the satisfactory completion of the DJ services by DJ.
 - Services requested that exceed the time specified under clause 5 will be charged at the rate of £ _____ per hour or fraction of an hour, payable the day of the engagement.
 - In the event of non-payment, DJ retains the right to attempt collection through the courts. Promoter will be held responsible for all court fees, legal fees, and collection costs incurred by DJ.
- Requests by DJ of additional performance time shall be decided at promoter own discretion when this is feasible.

Consumer Contract and Services Cancellation/Retention Request

Agent to complete Agent name: _____ Account no. _____ Dealer no. _____ Case no. _____

Completed form to be sent to Fixed Services Email address: cancellation@telkomsel.co.id Contact no: 102 10 Mobile Services Email address: cancellation@telkomsel.co.id Contact no: 081 180 Fax no: 081 031 363 3526

NOTE: A service consultant will contact you to verify the information provided and/or confirm cancellation/retention options available.

- Required documentation: Proof of account holder's identification or duly authorized person's identification (copy of SA ID or passport)
- Copy of receipt for CPA cancellations with a device return
- Copy of death certificate (if applicable)

1. Customer details
Title _____ Surname _____ First names _____
ID no./Passport no. _____ Your Telkom account no. _____
Alternative contact no. _____
Final mobile: Email _____ Email address _____
Floor _____ Postal address _____
Suburb _____ City _____ Postal code _____

2. Details for service/product
Service/Product _____ Service no. _____ Move/Port to another service provider _____

3. Reason(s) for service/product cancellation or retention options
Select the key reason(s) for cancellation:
Customer experience: Call centre service Call quality Base service Billing issues No network coverage
Voice: Cannot make or receive calls Unusable service No network coverage
Broadband: Slow internet Speed/internet service No network coverage Too many faults or downtime Switch to another Telkom solution
Customer: No longer need service/product No coverage at new location Migration Fault/damaged device Deceased
Affordability: Loss of income Disability/illness/aging Reduce expenditure on expenses Better solution from another provider
What can Telkom do to retain your service? _____

4. CPA - Details of device being returned
Device returned: Yes No SIM card returned: Yes No Today's Callings? Yes No If not used with 3G services send Device make & model _____ Condition of device _____
IMEI/SN no. _____ SIM ICCID no. _____
Service no. 1 _____ Service no. 2 _____ Service no. 3 _____
Additional comments _____

5. Agreement
I, the undersigned, declare, agree and confirm that:
1. I have read, understood and agree to be bound by Telkom's standard terms and conditions for the Provision of Electronic Communication Services and Products, as well as Telkom's mobile subscription and conditions (both available at <http://www.telkom.co.id/indonesia/about-us/regulation/termsandconditions/>).

6. For office use only
Dealer name _____ Signature _____ Dealer code _____
Agent name _____ Signature _____ Date _____

Cancellation service letter template. Cancellation service letter.

Whether you need to draft polished consent letters or confirmation letters, our customizable Letter PDF Templates will help you generate and organize letters for your company — for free! To get started, customize and publish any of our free templates for confirmation letters, consent letters, cover letters, letters of recommendation, and more. Submissions made through your online letter form will automatically be converted into polished, professional PDFs that are easy to download, print, and email. Using our PDF Editor, you can modify any letter template to perfectly match your needs. Feel free to change the fonts and colors, add a text box for terms and conditions, write a personalized message, and stamp your logo for a more personal touch. Your custom letter template will instantly convert every form response into easily-accessible PDFs. If you'd like to send your clients confirmation letters or copies of their submissions, simply set up an autoresponder and enable PDF attachments. With an automated letter template, you'll never have to manually write or sort paper letters for your business again. A service cancellation letter must be prepared to terminate an event, agreement, subscription, or contract. This document would be drafted by one party and sent to the other party. It is possible to write various cancellation letters like an insurance cancellation letter, a gym cancellation letter, a service cancellation letter, and many more. Reasons to Send a Service Cancellation Letter There are a variety of reasons why you may wish to send a service cancellation letter to the company you've signed an agreement with or an event you've signed up for. A service cancellation letter could be sent to your internet provider if you are dissatisfied with their service. If you're moving or don't want to attend the gym any longer, you may also send a cancellation letter. For a service cancellation letter to go through, you need to make it official by writing and mailing an official letter. If you have to cancel an event due to unexpected circumstances, you must send a cancellation letter to the firm that arranged the event. You'll likely need to provide a service cancellation letter to end a commercial agreement. As a courtesy to the organization you're sending the service cancellation letter, you must craft a formal letter with impeccable grammar and spelling. This is the most difficult of all the reasons to write such a letter. Attempt to keep things simple and avoid going into too much depth. Consult a business lawyer before preparing or mailing the service cancellation letter to prevent violating your contract. It doesn't matter your motivation for writing a service cancellation letter, you should always check with a lawyer before or after sending it. How to Cancel an Appointment Via Email How To Write A Service Cancellation Email If you're looking to cancel a meeting, membership, agreement, subscription, contract, or anything else, a service cancellation letter is the best way to do it. To cancel, you must write and mail this letter. To help you create a service cancellation letter, here are some pointers: Including the date of the letter and the organization's name and contact information is necessary. Also, be sure to provide your full name, postal address, and any other information the firm has on file about your membership or subscription. The letter should be written in a courteous, professional tone. Before sending the letter, write a draft and make any necessary edits. Request a formal confirmation from the receiver to ensure that the cancellation went through. Even if you've followed all the necessary cancellation procedures, you may still add a statement outlining what you'd do if they refuse to comply. The service cancellation letter should be printed on high-quality paper. Before sending it to the intended recipient, make sure to sign it. Type your message rather than handwriting it to avoid spelling and grammatical mistakes. Make sure that your cancellation choice is definite before mailing the letter. The formality of a service cancellation letter comes into play when it is used to terminate a commercial relationship, such as a membership or contract. As a result, you must use formal diction. A service cancellation letter might be sent if you're unhappy with the service you've received from the firm. Avoid using nasty or derogatory words since this will annoy the receiver and lead to more problems. Include any outstanding fees or payments in your letter as well. It's not a wise idea to terminate a subscription before you've paid all of your subscription fees. Attempting to do so might postpone the process of canceling the contract. Make a copy of your service cancellation letter when you've finished writing it for your records. Do this only in case the service cancellation goes wrong or is delayed. Letter of Service Cancellation Letter Template [Your address] [Receiver's address] [Greetings] [Talk about the subscription you wish to cancel Since [date], you have supplied me with [service name]. I would want to terminate it. I don't feel a notice period is necessary; please fulfill my request without delay. I'll gladly pay off any lingering debt on your account. Please do not hesitate to contact me if you want any assistance from me. A confirmation that the service has been terminated would be much appreciated. Thank you. Pratab Singh. Letter of Service Cancellation Sample 1ABC Avenue, Off Peter's Close, New Jersey, 22nd of February, 2022. PQRS Delight, Peter's Bank, New Jersey. Hello, Letter of Service Cancellation I'm sorry to have to notify you that I'm terminating my relationship with your banking institution. There aren't any serious issues with your service, but I won't be using it any longer. Thank you for reading this letter, which serves as an official notice of cancellation. Please let me know if I need to fill out a cancellation form or anything else. Please respond to this message to confirm that the service has been canceled. My account number is 957394579 with name Jim Blessed. You can find my account number and other pertinent information here. If I can be of any more service, please do not hesitate to get in touch with me. Thank you for everything, and best wishes for the future. Regards, Jim Blessed Letter of Service Cancellation Sample 2Woculus, Off Peter's Close, New Jersey, 22nd of February, 2022. PQRS Water Delivery Service, Peter's Square, New Jersey. Hello, Please be aware that I want to cease PQRS Water Delivery Service by the end of the month. The account number, first invoice, contract copy, and other important information are all included with this letter for your consideration. Please do not hesitate to contact me if you need any further information. As indicated above, I'd want to get a written confirmation from your side that the service has been canceled. Regards, Jim Blessed Letter of Service Cancellation Sample 3ABC Avenue, Off Peter's Close, New Jersey, 22nd of February, 2022. PQRS Delight, Peter's Square, New Jersey. Hello, The [service name] is no longer necessary, and I'd want to terminate my account as of [some date]. Your customer service has left me quite dissatisfied and unsatisfied. I'd expect a lot more from a firm of your stature than this. They didn't do an excellent job of explaining what transpired and how their service was lacking. I'm sorry it's come to this, but you are the one who bears the burden of proof. If somebody in authority sees this, I hope they consider it for the benefit of other consumers. Please let me know if I need to do anything more to finish the canceling process. If that's not the case, I'm looking forward to receiving written confirmation that the service was effectively terminated. Regards, Jim Blessed Letter of Service Cancellation Sample 4TQWI Avenue, Off Andy's Close, New York, 22nd of February, 2022. PQRS Renewal Services, Peter's Square, New Jersey. Hello, Sadly, I have no option but to request that you immediately cancel the renewal services and deactivate my account due to your poor customer service and lack of professionalism whatsoever. I'm distraught and heartbroken. When we agreed to pay for your services, your organization assured us that this would be the case. Despite the repeated calls for change, nothing has changed. Please provide us with written confirmation of your decision to terminate the service and promptly return our money. Regards, Jim Blessed Conclusion Follow these instructions if you'd like to write a service cancellation letter. You should also use this service cancellation letter if you've ordered goods or services from a business and haven't yet received them. You may use the service cancellation letter to change or cancel your purchase as a last resort. We have all been there—bills from providers charging us for services we neither use nor need keep popping up among our monthly expenses, yet we keep paying them month by month. DoNotPay understands the headaches that come with unwanted charges and costs. We are here to help with advice on how to write any contract or legal document, including the service contract cancellation letter. What is a Service Contract? A service contract is a legally binding agreement between you—the client—and a provider that stipulates they'll perform a service for you. Examples of service contracts could be: An agreement for a contractor to paint your house A contract to automatically replace ink cartridges in your printer when they run out An agreement with a cleaning company to clean your home once a week Service contracts can be found everywhere and are normally written. Verbal service agreements do exist, though, and could be enforceable in court—particularly if you have used the service regularly and established a custom. What Must Be in a Service Contract? A service contract is a legal document, so it needs certain elements to be included, as follows: Contract Element Explanation Names of parties The agreement should include the full names, addresses, and contact details of both parties Date of contract commencement and term of the contract You should state the exact date on which the agreement starts and how long it runs for. You can also include terms for automatic renewal or extension of the agreement Services to be provided The agreement should itemize the exact services to be provided Cost of services All costs should be listed and detailed, together with payment terms, any discounts offered, and any contract initiation costs that may be due Warranties The service provider should offer guarantees or warranties on their work Termination clauses These clauses detail the reasons why the contract can be terminated, as well as the procedure for doing so. This will normally entail a defined notice period and the stipulation that the cancellation must be delivered in writing Dispute resolution This clause explains the process for dispute resolution if you or the service provider are unhappy with the work performed Governing law The agreement should define which state's law governs the agreement. This will normally be the state in which the service is provided When Can I Cancel a Service Contract? Many service contracts are bound by state and federal law to offer certain vesting periods, during which you can cancel them at any time. Examples of these vesting periods are: Three days for any purchase made in your own home (door-to-door) of \$25 or more Five days for gym contracts under \$1,500 and some further education courses Seven days for many personal security company contracts Ten days for some insurance contracts 30 days for electronics, used car, or home appliance service contracts 60 days for new car service contracts Any time cancellation is possible for property insurance contracts and many private tuition agreements You can cancel a service contract at any time outside these stipulations, but you should study the contract carefully before signing it to understand how to cancel and whether you will be charged any penalties. What Should the Cancellation Letter Contain? When you write your cancellation letter, you need to include the following: Names and addresses Your reference or contract number Today's date Statement of intent to cancel Reasons Call to action Salutation Names and Addresses You should state your full name and address as it appears on the contract, followed by the service provider's name, address, and contact person if you know a name. Your Reference or Contract Number Your personal reference or contract number should appear on your statements or bills, and you should quote this as a reference so the service provider can allocate your cancellation notice correctly. Today's Date Your letter must include the day of drafting. Statement of Intent To Cancel The first sentence of your letter should state that you intend to cancel your contract. Reasons You should describe your reasons briefly and clearly, without going into too much detail. The service provider should understand that your reasons are valid and that you are not interested in having them contested. Call to Action The final sentence in the main body of your letter should ask for the service provider to cancel your contract. Salutation You should end your letter with a salutation such as: Yours Sincerely Sincerely Best Regards Regards You should then add your name and title and list any documents you have attached to your cancellation letter. Service Contract Cancellation Letter Sample Your sample letter of cancellation of contract could look like this: [Your name and address] [Recipient's name and address] Reference: [your contract number] Date: [today's date] Dear Sir or Madam, I would like to inform you of my intention to cancel my contract [contract number]. The reasons for my cancellation are as follows: [briefly state your reasons] I hereby request you to cancel my contract with immediate effect and confirm the cancellation in writing. I expect no further charges from you in respect of this contract. Sincerely, [Your name and title] Enclosures: Copy of the contract How Can DoNotPay Help With Legal Documents? We know how difficult it can be to create legally-binding documents, so we are here to create them for you! We have a range of contract templates and legal documents for many situations, all of which you can customize to your own requirements, and here's how: Navigate to DoNotPay in your web browser and sign up Search for the document you need Fill out the details you want included Wait while we generate your document What Legal Documents Does DoNotPay Offer? Our range of customizable legal documents is expanding constantly, and here is a selection of what we can offer you: Business: Property: Personal: Custody agreement Prenuptial agreement General affidavit Promissory note Faling for Scams Is Less Likely With DoNotPay Thanks to AI technology, DoNotPay is a great resource for protecting your privacy and finances from potential scammers. Our bots can help you report robocalls, keep your inbox clean from spam email and shady text messages, or even deal with stalking and harassment, if it comes to that. In case the issues escalate, skip the expensive lawyers and sue the offenders in small claims court with ease. Another great way to increase your online security is to use our virtual credit cards and sign up for any free trial without risking unwanted charges. You can even avoid sharing your contact info with our Burner Phone feature. The Solution to Your Driving Woes DoNotPay provides invaluable help to future and current drivers. By helping you ace that driver's license test, scheduling a DMV appointment the easy way, or contesting parking tickets, our app saves you money and time. If you need to file a car warranty or an insurance claim, we will help you deal with the necessary paperwork within minutes. Trying to get out of a car wash membership? DoNotPay can cancel it in an instant. Our platform works above ground as well. You can use DoNotPay to secure refunds from airline companies or compensation for delayed and canceled flights.

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