



Dear Client,

To ensure that your transition of services away from Allied is as smooth as possible, please populate the below form to terminate your Service as defined in the Service Agreement.

Per Allied’s Terms and Conditions Section 3.a, and 2.m., this notice is to officially notify Allied that _____ intends to cancel the below listed services on the below listed effective date.

Company Address _____

Company Phone _____

Name of Authorized Contact _____

Products to Terminate Data/Primary Data/Back-up
 Voice Services All Services

Effective Date of Termination _____

Reason for Termination Dissatisfied with Service Moved to new location
 Allied’s pricing not competitive
 Out of business / Business acquired
 Temp service no longer needed
 Other

If other, please explain _____

Vendor to replace Allied, if applicable _____

Signature	
Printed Name	
Title	
Date	

Please review the provisions of your Allied Service Agreement regarding termination, which include, but are not limited to, Section 2.m, Section 3.a, and Section 3.b.