

Subject: Termination of Seasonal Parking – Effective 1 February

Dear Sir / Madam,

I refer to the above matter.

I wish to formally notify that I would like to **terminate my seasonal parking subscription** with Metro Parking, effective **1 February 2026**.

For the **parking fee for January**, I hereby agree that the amount may be **deducted from my existing deposit**. Kindly process the termination accordingly and advise if there are any outstanding matters or documents required from my side.

Thank you for your kind cooperation. I look forward to your confirmation on the termination and deposit adjustment.

Regards,

THAICHAYANI SUBRAMANIAM

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