

Insurance Cancellation Request

Date: [Insert Date]

To: [Insurance Company Name]

Address: [Insurance Company Address]

Policy Number: [Insert Policy Number]

Dear [Insurance Company Name],

I am writing to formally request the cancellation of my international insurance policy, effective immediately. My policy number is [Insert Policy Number]. I have not utilized this policy, and I believe it is in my best interest to cancel it.

Please confirm the cancellation of my policy and any relevant details concerning the finalization of this request, including any potential refund for any unused premium.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]