

Home Insurance Policy Cancellation Notice

Date: [Insert Date]

Policyholder Name: [Insert Name]

Policyholder Address: [Insert Address]

Insurance Company Name: [Insert Insurance Company Name]

Insurance Company Address: [Insert Insurance Company Address]

Dear [Insert Insurance Company Name],

I am writing to formally notify you of the cancellation of my home insurance policy, effective [Insert Effective Date]. My policy number is [Insert Policy Number].

As per the terms outlined in the policy, I understand that I am entitled to a pro-rated refund of any premiums paid beyond the cancellation date. Please send any appropriate refund to the address listed above.

If you require any further information or documentation to process this request, please do not hesitate to contact me at [Insert Phone Number] or [Insert Email Address].

Thank you for your attention to this matter.

Sincerely,

[Insert Your Name]

[Insert Your Signature if sending by mail]