

Flood Insurance Claim Cancellation Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Claims Department Address]

[City, State, Zip Code]

Dear Claims Department,

I am writing to formally request the cancellation of my flood insurance claim associated with policy number [Your Policy Number] filed on [Date of Claim].

Due to [a brief reason for cancellation, e.g., a change in circumstances, resolution of the damage, etc.], I no longer wish to pursue this claim.

Please confirm the cancellation of my claim and let me know if any further information is required from my side. I appreciate your attention to this matter.

Thank you for your assistance.

Sincerely,

[Your Name]