

# Car Insurance Termination Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

**Subject: Termination of Car Insurance Policy #[Policy Number]**

Dear [Insurance Company Representative's Name],

I am writing to formally request the termination of my car insurance policy #[Policy Number], effective [Termination Date].

Please consider this letter as my official notice of termination in accordance with the terms and conditions of my policy.

Please confirm the cancellation of my policy and any final account settlement. I would appreciate a written confirmation once the termination process is complete.

Thank you for your attention to this matter.

Sincerely,

[Your Name]