

# Travel Insurance Cancellation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

## **Subject: Cancellation of Travel Insurance Policy**

Dear [Insurance Company/Agent Name],

I hope this message finds you well. I am writing to formally request the cancellation of my travel insurance policy, [Policy Number], due to unforeseen health reasons.

After consulting with my doctor, it has become clear that I am unable to travel as planned. Attached to this letter are the relevant medical documents to support my request.

I kindly ask you to process this cancellation and to confirm any applicable refund as per your policy guidelines. Should you require any further information, please do not hesitate to contact me via email or phone.

Thank you for your understanding and prompt attention to this matter.

Sincerely,

[Your Name]