

Insurance Cancellation Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter is to confirm the cancellation of my travel insurance policy with the policy number [Insert Policy Number]. As per our previous communication, I would like to formally request the cancellation effective [Insert Cancellation Date].

Please provide a confirmation of this cancellation and details regarding any potential refunds, if applicable.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]