

# Travel Insurance Refund Appeal Letter

Date: [Insert Date]

To,  
[Insurance Company Name]  
[Insurance Company Address]  
[City, State, Zip Code]

Subject: Appeal for Refund of Travel Insurance Premium

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally appeal for a refund of the travel insurance premium paid under policy number [Insert Policy Number] for a trip that was unfortunately canceled due to [explain reason, e.g., unforeseen circumstances].

As per the policy terms and conditions, I believe I am entitled to a refund given the following circumstances:

- [Circumstance 1]
- [Circumstance 2]
- [Circumstance 3]

I have attached pertinent documentation in support of my appeal, including:

- Copy of the travel insurance policy
- Proof of cancellation
- Correspondence with relevant parties

I respectfully request that you review my appeal and process the refund at your earliest convenience. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your understanding.

Sincerely,  
[Your Name]  
[Your Address]  
[Your City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]