

Travel Insurance Premium Adjustment Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To,

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Request for Adjustment of Travel Insurance Premium

Dear [Insurance Company Representative's Name],

I hope this message finds you well. I am writing to request an adjustment to my travel insurance premium for policy number [Your Policy Number].

Due to [briefly explain the reason for requesting the adjustment, e.g., changes in travel plans, financial considerations, etc.], I would appreciate your review of my current premium rate.

I have been a loyal customer since [Year] and hope to continue my relationship with [Insurance Company Name]. If there are any forms or further documentation required to process my request, please let me know.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]