

Vehicle Insurance Renewal Cancellation

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]

Dear [Insurance Company Name],

I am writing to formally request the cancellation of my vehicle insurance renewal for policy number [Insert Policy Number], which is set to renew on [Insert Renewal Date].

Due to [insert reason, e.g., financial considerations, switching to a different provider], I have decided not to proceed with the renewal of my policy.

Please confirm the cancellation of my policy and ensure that no charges are applied for the renewal. If further information is required, you can reach me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]