

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Cancellation of Hazard Insurance Policy

Dear [Insurance Company Name],

I am writing to formally request the cancellation of my hazard insurance policy, with policy number [Policy Number], effective immediately.

Due to [reason for cancellation, e.g., selling the property, changing insurance providers, etc.], I no longer require this policy. Please confirm the cancellation and provide any necessary documentation indicating that the policy has been terminated.

If there are any outstanding premiums or refunds due, please inform me at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Name]