

Letter of Request for Travel Insurance Coverage Extension

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

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

Dear [Insurance Representative's Name],

I am writing to formally request an extension of my travel insurance coverage for my upcoming trip. My policy number is [Your Policy Number], and it is set to expire on [Current Expiration Date]. Due to [brief reason for the extension, e.g., unforeseen circumstances, extended travel plans, etc.], I would greatly appreciate the opportunity to extend my coverage until [Requested New Expiration Date].

Please let me know if you require any additional information or documents to process this request. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,
[Your Name]