

Cancellation of Insurance Service Agreement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

To: [Insurance Company Name]

[Insurance Company Address]

[City, State, ZIP Code]

Subject: Cancellation of Insurance Service Agreement

Dear [Recipient's Name],

I am writing to formally notify you of my intention to cancel my insurance service agreement with [Insurance Company Name], effective immediately. My policy number is [Insert Policy Number].

Please consider this letter as my written request for cancellation, as per the terms and conditions stated in the policy agreement. I request that you send me a confirmation of the cancellation in writing to the address listed above.

Thank you for your assistance in this matter.

Sincerely,

[Your Name]