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| Sample Home or Rental Insurance Cancellation Letter*DateName of Insurance CompanyCancellation DepartmentAddressRe: Home Insurance Policy NumberTo Whom It May Concern,This letter is to inform you of my intention to cancel my home insurance policy {policy number} effective {cancellation date}.**Please refund any unused portion of my home insurance premium. Please send written confirmation of this letter within 30 days.* *Thank you in advance. I look forward to hearing from you.Sincerely,{Your Signature}{Your Address and Contact Information}* |