

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

[Date]

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

Subject: Request for Reinstatement of Renters Insurance Policy #[Policy Number]

To Whom It May Concern,

I am writing to formally request the reinstatement of my renters insurance policy, which was recently cancelled due to [reason for cancellation, e.g., non-payment/oversight].

I value the coverage provided by [Insurance Company Name] and would like to maintain my policy without a lapse in coverage. I have enclosed the required premium payment of \$[Amount] to bring my account up to date.

I understand that reinstatement is subject to company approval. Please let me know if there are any additional forms or information required to complete this process. I would appreciate written confirmation once the policy has been successfully reinstated.

Thank you for your time and assistance regarding this matter.

Sincerely,

[Your Signature]

[Your Printed Name]