

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

[Date]

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

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

To Whom It May Concern,

I am writing to formally request the reinstatement of my property insurance policy, number [Your Policy Number], which was cancelled on [Date of Cancellation] due to [Reason for Cancellation, e.g., non-payment of premium].

The insured property is located at:
[Full Property Address]

I wish to confirm that as of today, there have been no losses, accidents, or damages to the property during the period the policy was lapsed. [If applicable: I have enclosed the full payment of \$[Amount] to cover the outstanding premium and any applicable reinstatement fees.]

Please review my request and provide written confirmation once the policy has been reinstated. If you require additional information or a property inspection, please contact me directly.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]