

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

[Date]

[Insurance Company Name]
[Agent Name or Customer Service Department]
[Address]
[City, State, Zip Code]

Re: Transition from Renters Insurance to Homeowners Insurance
Current Renters Policy Number: [Your Policy Number]

Dear [Agent Name or Customer Service Team],

I am writing to inform you that I have recently purchased a home and would like to transition my current insurance coverage from a renters policy to a homeowners policy. I would like to request a quote for this new policy and discuss the cancellation of my existing renters insurance.

The details for the new property are as follows:

- **New Property Address:** [Full Address of New Home]
- **Closing/Effective Date:** [Date]
- **Estimated Replacement Cost:** [Amount, if known]
- **Security Features:** [e.g., Alarm system, deadbolts, fire sprinklers]

I am interested in maintaining any existing "multi-policy" or "loyalty" discounts I currently receive. Please provide a breakdown of the coverage options, including dwelling protection, personal property, liability, and any recommended endorsements such as flood or sewer backup coverage.

Additionally, please let me know the exact procedure for canceling my renters policy at [Current Address] effective [Date of Move Out] to ensure there is no gap in my coverage during the transition.

Thank you for your assistance. I look forward to receiving the quote and completing this transition.

Sincerely,

[Your Signature]

[Your Printed Name]