

# Vessel Insurance Policy Termination Letter

Date: \_\_\_\_\_

To, \_\_\_\_\_

Subject: Termination of Vessel Insurance Policy

Dear Sir/Madam,

I am writing to formally request the termination of my vessel insurance policy as per policy number \_\_\_\_\_, for the vessel named \_\_\_\_\_.

Kindly consider this letter as my official notice for policy termination, effective from \_\_\_\_\_. Please initiate the cancellation process and confirm the termination at your earliest convenience.

Please refund any unused premium, if applicable, as per the terms and conditions of the policy.

I would appreciate written confirmation of this cancellation and details regarding the refund, if any.

Thank you for your prompt attention to this matter.

Sincerely,

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_