

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

[Date]

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

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

Dear Customer Service Department,

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 of premium].

I value the protection provided by [Insurance Company Name] and would like to continue my coverage for my residence located at [Your Rental Address].

To facilitate this reinstatement, I have enclosed/attached the following:

- The full past-due balance of \$[Amount].
- The required reinstatement fee of \$[Amount] (if applicable).
- A signed Statement of No Loss confirming that no claims or losses occurred during the lapse period.

Please let me know if any additional information or documentation is required to restore my coverage to active status. I look forward to receiving written confirmation that my policy has been reinstated without a lapse in coverage, if possible.

Thank you for your time and assistance with this matter.

Sincerely,

[Your Signature]
[Your Printed Name]