

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

[Date]

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

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

Dear [Agent Name or Customer Service Department],

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

I value the coverage provided by [Insurance Company Name] and would like to maintain my protection. To resolve this matter, I have taken the following actions:

- [Action 1: e.g., Enclosed a check for the past due balance of \$XXXX.XX]
- [Action 2: e.g., Updated my automatic payment information]
- [Action 3: e.g., Corrected the property issue requested in your previous notice]

I confirm that there have been no losses, accidents, or damages to the insured property located at [Property Address] during the period the policy was lapsed.

Please let me know if there are any additional forms or fees required to complete the reinstatement process. I look forward to receiving written confirmation that my coverage is back in force.

Thank you for your assistance regarding this matter.

Sincerely,

[Your Signature]

[Your Printed Name]