

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

[Date]

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

**RE: Request for Policy Reinstatement**

**Policy Number:** [Your Policy Number]

To Whom It May Concern,

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

I value the coverage provided by [Insurance Company Name] and would like to maintain my policy without a lapse in coverage. I have enclosed the full payment of \$[Amount] to cover the outstanding balance and any required reinstatement fees.

I confirm that there have been no losses, damages, or claims at the insured property located at [Property Address] during the period from the cancellation date to the present time.

Please let me know if any additional forms or inspections are required to finalize this request. I look forward to receiving written confirmation that my policy is active.

Thank you for your assistance.

Sincerely,

[Your Signature]

[Your Printed Name]