Letter to avoid automatic renewal

Subject: Non-Renewal and Cancellation of Car Insurance Policy

Dear [Insurance Company Name],

I wish to inform you that I do not intend to renew my car insurance policy [Policy Number] for the next term. Kindly consider this letter as my formal request to cancel the policy effective [End Date of Current Policy].

Confirm the completion of the cancellation process.

Sincerely,

[Your Name]

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