**[Your Name Here]  
[Your Address Here]**

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**ETIQA GENERAL INSURANCE BERHAD  
LEVEL 19, TOWER C, DATARAN MAYBANK,   
NO. 1, JALAN MAAROF,  
59000 KUALA LUMPUR DATE: DD MONTH YY**

Dear SIR/MADAM,

**APPLICATION FOR CANCELLATION OF INSURANCE POLICY**

I am writing this letter to inform that I want to cancel my insurance policy. I have contacted your representative at the telephone number 1 300 13 8888 and I was asked to write a letter stating that I would like to apply to cancel the takaful policy that I have signed up. My policy started [policy start date].

2. Enclosed are my personal information and details.

Name:   
 Identification Card Number:  
 Telephone Number: Policy Number:  
 Bank Account Number:

3. Your full cooperation in this matter is highly appreciated.

Thank you.

Sincerely,

[Your Name Here]