

ACORD™ CANCELLATION REQUEST / POLICY RELEASE

DATE

PRODUCER		PHONE (A/C, No. Ext):	COMPANY NAME AND ADDRESS		NAIC CODE:
CODE:		SUB CODE:	POLICY TYPE		
AGENCY CUSTOMER ID:		CANCELLED POLICY INFORMATION			
INSURED NAME AND ADDRESS		POLICY NUMBER			
		EFFECTIVE DATE AND HOUR OF CANCELLATION	CANCELLATION DATE	TIME	AM PM
		POLICY TERM	EFFECTIVE DATE	EXPIRATION DATE	

CANCELLATION REQUEST (Policy attached)

POLICY RELEASE (Complete Statement Section Below)

POLICY RELEASE STATEMENT

The undersigned agrees that:

The above referenced policy is lost, destroyed or being retained.

No claims of any type will be made against the Insurance Company, its agents or its representatives, under this policy for losses which occur after the date of cancellation shown above.

Any premium adjustment will be made in accordance with the terms and conditions of the policy.

WITNESS	DATE	SIGNATURE OF NAMED INSURED	DATE		
WITNESS	DATE	SIGNATURE OF NAMED INSURED	DATE		
☐ LIEN HOLDER	☐ MORTGAGEE	☐ LOSS PAYEE	AUTHORIZED SIGNATURE	TITLE	DATE
☐ LIEN HOLDER	☐ MORTGAGEE	☐ LOSS PAYEE	AUTHORIZED SIGNATURE	TITLE	DATE

FOR AGENCY/COMPANY USE

REASON FOR CANCELLATION		METHOD OF CANCELLATION	
☐ NOT TAKEN	☐ OTHER (Identify)	☐ FLAT	FULL TERM PREMIUM \$
☐ REQUESTED BY INSURED		☐ SHORT RATE	UNEARNED FACTOR
☐ REWRITTEN (Complete below)		☐ PRO RATA	RETURN PREMIUM \$
COMPANY			
POLICY NUMBER	EFFECTIVE DATE	☐ PREMIUM CALCULATION SUBJECT TO AUDIT	
REMARKS			

New York Only: If you do not keep your auto insurance in force during the entire registration period, your motor vehicle registration will be suspended. If your vehicle is still uninsured after 90 days, your driver's license will be suspended. To avoid these penalties, you must surrender your registration certificate and plates before your insurance expires. By law, we must report the termination of auto insurance coverage to the Department of Motor Vehicles.

NAME AND ADDRESS

REQUEST/RELEASE DISTRIBUTION

	☐ INSURED	☐ LOSS PAYEE
	☐ MORTGAGEE	☐ LIEN HOLDER
	☐ COMPANY	☐ FINANCE COMPANY
	PRODUCER'S SIGNATURE	
		DATE