

# Updated Marital Information for Policy Adjustment

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Insurance Representative's Name],

I am writing to inform you of an update to my marital status, which may require an adjustment to my current policy. As of [date of marriage], I have legally married [Spouse's Name].

My policy number is [Policy Number]. Please find attached any necessary documents to support this change.

Kindly let me know what steps I need to take to update my policy accordingly. I appreciate your assistance in this matter.

Thank you for your attention.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]