

Identity Documentation Submission

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Submission of Identity Documentation

Dear [Insurance Company Contact/Department],

I hope this letter finds you well. I am writing to submit the required identity documentation for my insurance policy with your company.

Please find attached the following documents:

- Copy of Government-issued ID (e.g., Passport, Driver's License)
- Proof of Address (e.g., Utility Bill, Bank Statement)
- [Any other relevant document]

My policy number is [Insert Policy Number]. If you require any further information or documentation, please do not hesitate to contact me at the phone number or email address provided above.

Thank you for your attention to this matter.

Sincerely,

[Your Name]