

# Letter of Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient Name]

[Recipient Title]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the current details pertaining to the insurance premium tax applicable to my policy with [Insurance Company Name].

Specifically, I would like to understand the following:

- The current rate of the insurance premium tax.
- How the tax is calculated on my specific policy.
- Any upcoming changes to the tax rate or structure that may affect my premium.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]