

Request for Breakdown of Insurance Premium Tax Calculation

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]

[Recipient Name]
[Recipient's Title]
[Insurance Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to request a detailed breakdown of the insurance premium tax calculation applied to my policy ([Policy Number]) with [Insurance Company Name].

Understanding the specifics of the tax calculation will greatly assist me in managing my financial records and ensuring compliance with applicable regulations.

Would you please provide me with a complete breakdown of how the insurance premium tax was calculated, including any applicable rates and assessed fees for the current policy term?

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

Sincerely,

[Your Name]