Premium Adjustment Notification

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to inform you of an adjustment to your insurance premium effective [Insert Effective Date]. After a thorough review of your account and policy details, your new premium will be [Insert New Premium Amount].

This adjustment is due to [brief explanation of the reason for the adjustment, e.g., changes in coverage, policy renewal, market rate adjustments].

We appreciate your understanding and continued trust in us. Should you have any questions regarding this adjustment, please do not hesitate to contact our customer service department at [Insert Phone Number] or [Insert Email Address].

Thank you for choosing [Company Name].

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]