

Premium Refund Approval Notification

Date: [Insert Date]

Dear [Customer Name],

We are reaching out to inform you that your request for a premium refund has been approved following the recent adjustment to your policy.

After reviewing your account, we have determined that a refund of [Insert Refund Amount] will be processed due to the policy change effective [Insert Date of Adjustment].

The refund will be issued via [Insert Method of Refund] and should arrive within [Insert Time Frame].

If you have any questions or need further assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your continued trust in us.

Sincerely,

[Your Name]

[Your Position]

[Company Name]