

Temporary Policyholder Advisory

Dear [Policyholder Name],

We hope this message finds you well. This letter serves as an advisory regarding your current insurance policy with us, policy number [Policy Number].

Due to [reason for temporary advisory, e.g., recent changes in regulations, system upgrades], we would like to inform you of the following temporary adjustments that may affect your policy:

- [Adjustment 1]
- [Adjustment 2]
- [Adjustment 3]

Please note that these changes are temporary and we are actively working to ensure a smooth transition. We recommend that you review these adjustments and consider their implications on your policy.

If you have any questions or concerns, please do not hesitate to contact our customer service team at [Customer Service Phone Number] or [Email Address]. Our representatives will be happy to assist you.

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[Company Contact Information]