

Letter for Clarification of Annuity Adjustments

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to request clarification regarding the adjustments made to my annuity account, [Account Number]. I have recently noticed some discrepancies that I would like to address.

Specifically, I would appreciate your assistance in understanding the following points:

- [Point 1 that needs clarification]
- [Point 2 that needs clarification]
- [Point 3 that needs clarification]

Thank you for your attention to this matter. I look forward to your prompt response to help clarify these adjustments.

Sincerely,

[Your Name]