

Request for Commercial Insurance Quote Comparison

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Insurance Agent's Name],

I am writing to request a commercial insurance quote for [specific type of insurance, e.g., general liability, property, etc.] for my business, [Your Company Name]. We are looking to compare coverage options and pricing from various providers.

Here are some details about our business:

- Business Type: [Insert Business Type]
- Number of Employees: [Insert Number]
- Annual Revenue: [Insert Revenue]
- Location: [Insert Business Location]
- Previous Insurance Provider: [Insert Previous Provider, if applicable]

Please provide us with the comprehensive quotes by [Insert Deadline]. We appreciate your assistance in this matter and look forward to your prompt response.

Thank you for your attention to this request.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]