

Aviation Insurance Certificate Request

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Insurance Representative's Name],

I am writing to request an aviation insurance certificate for our leased aircraft, [Aircraft Make and Model], with tail number [Tail Number]. This certificate is required for compliance with our aircraft leasing agreement.

Details of the aircraft are as follows:

- Aircraft Make: [Make]
- Model: [Model]
- Year of Manufacture: [Year]
- Serial Number: [Serial Number]
- Leasing Terms: [Details of Leasing Terms]

We appreciate your prompt attention to this matter, and please let us know if you require any further information to process our request.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]