

# Request for Aviation Insurance Certificate

Date: [Insert Date]

To: [Insurance Company Name]

Address: [Company Address]

City, State, Zip: [City, State, Zip Code]

Phone: [Company Phone Number]

Email: [Company Email Address]

Dear [Insurance Manager's Name],

We are requesting an aviation insurance certificate for our charter services provided by [Your Company Name]. The details are as follows:

- Aircraft Type: [Aircraft Type]
- Aircraft Registration Number: [Registration Number]
- Charter Service Dates: [Start Date] to [End Date]
- Destination: [Destination]
- Insured Amount: [Insured Amount]

Please send the certificate at your earliest convenience to our email address: [Your Email Address]. If you require any additional information or documentation, feel free to contact me at [Your Phone Number].

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email Address]