

# Notification of Addition to Spouse Insurance

Date: [Insert Date]

To:

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to inform you that your request to add your spouse, [Spouse's Name], to your insurance plan has been processed successfully. This addition will take effect on [Effective Date].

Please find the details of the insurance coverage below:

- Spouse's Name: [Spouse's Name]
- Policy Number: [Policy Number]
- Coverage Amount: [Coverage Amount]
- Premium: [Monthly/Annual Premium]

If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for choosing us for your insurance needs.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[City, State, Zip Code]