

Minor Coverage Modification Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Insurance Company Representative's Name],

I hope this message finds you well. I am writing to formally request a minor modification to my current insurance coverage under policy number [Insert Policy Number].

Specifically, I would like to request the following modification: [Describe the desired modification, e.g., "Adjust the coverage limit for personal property for my residence."]

This adjustment aligns with my current needs and ensures that my coverage accurately reflects the value of my possessions. Please let me know if any additional documentation is required to process this request.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]