

# Submission of Liability Insurance Documents

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally submit the necessary documents pertaining to my liability insurance policy. The following documents are included for your review:

- Copy of policy declaration page
- Proof of premium payment
- Liability insurance certificate
- Any additional supporting documents

Please confirm receipt of these documents at your earliest convenience. Should you require any further information, do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]