

Insurance Policy Inclusion Request

Date: [Insert Date]

To:

[Insurance Company Name]

[Insurance Company Address]

[City, State, ZIP Code]

Dear [Insurance Company Contact Name],

Subject: Request for Inclusion of Commercial Coverage in Existing Insurance Policy

I hope this message finds you well. I am writing to formally request the inclusion of commercial coverage in our existing insurance policy, policy number [Insert Policy Number]. As our business operations expand, it has become increasingly important for us to ensure that we are adequately protected against potential risks associated with our commercial activities.

We are particularly interested in the following types of coverage:

- General Liability Insurance
- Property Insurance
- Business Interruption Insurance

We believe that these additional coverages will greatly enhance our risk management strategy and provide peace of mind as we move forward with our growth plans.

Please let us know the necessary steps to modify our policy, including any required documentation or additional information you may need from us. I look forward to your prompt response to this request.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]