

Commercial Real Estate Insurance Proposal Application

Date: [Insert Date]

[Your Name] [Your Position] [Your Company Name] [Your Company Address] [City, State, Zip Code] [Your Email Address] [Your Phone Number]

[Insurance Company Name] [Insurance Company Address] [City, State, Zip Code]

Dear [Insurance Company Contact Name],

We are writing to formally request a proposal for commercial real estate insurance coverage for our property located at [Property Address]. We are seeking comprehensive coverage that includes property, liability, and additional endorsements suitable for our business needs.

Property Details:

- Type of Property: [e.g., Office Building, Retail Space]
- Square Footage: [Insert Sq Ft]
- Year Built: [Insert Year]
- Current Occupancy: [Insert Occupancy Status]

Our business has experienced significant growth in recent years, and we recognize the importance of safeguarding our assets against potential risks. We aim to explore various coverage options and limits, as well as any discounts that may apply.

We would appreciate it if you could send us the proposal by [Insert Preferred Date]. If you require any additional information to facilitate this request, please do not hesitate to reach out.

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

Sincerely,

[Your Name] [Your Position] [Your Company Name]