

# Key Employee Insurance Review Proposal

{Date}

{Client's Name}

{Client's Address}

{City, State, Zip Code}

Dear {Client's Name},

We are pleased to present our proposal for a review of your key employee insurance policies. Understanding the critical role key employees play in your organization, it is essential to ensure that you have adequate coverage in place to protect your business from potential losses.

## Objectives of the Review

1. Assess current key employee insurance coverage
2. Identify any gaps or areas for improvement
3. Recommend suitable policy adjustments or new options

## Proposed Approach

Our review process will include:

- In-depth consultation with your management team
- Analysis of existing insurance policies
- Market comparison to determine best practices
- Final report with actionable recommendations

## Timeline

We anticipate that the review will take approximately {X weeks} to complete, from commencement to delivery of the final report.

## Cost Estimate

The estimated fee for this review is {Total Cost}.

We believe that a comprehensive review of your key employee insurance will provide significant benefits to your organization. Please feel free to reach out if you have any questions or would like to discuss this proposal further.

Thank you for considering our services.

Sincerely,

{ Your Name }

{ Your Title }

{ Your Company }

{ Your Contact Information }