

Surety Insurance Application

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Subject: Surety Insurance Application

Dear [Insurance Agent's Name],

I am writing to formally apply for surety insurance on behalf of [Your Company Name]. We are a small business specializing in [brief description of your business and services offered].

The purpose of this surety insurance is to [explain the reason for applying, e.g., secure contracts, guarantee performance, etc.]. Our company has been in operation for [number] years and has successfully completed various projects, including [mention any significant projects or clients].

We are seeking [type of surety bond required, e.g., performance bond, payment bond], and the total amount required is [\$ amount]. We have enclosed the necessary documents, including financial statements, business licenses, and references for your review.

Thank you for considering our application. We believe that our commitment to quality and professionalism makes us a strong candidate for surety insurance. Please feel free to contact me if you need any further information or clarification.

We look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]