

Clarification Request for Insurance Renewal Terms

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Insurance Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Insurance Agent's Name],

I hope this message finds you well. I am writing to request clarification regarding the terms and conditions for the renewal of my insurance policy ([Policy Number]). I have received the renewal documents, and I would appreciate it if you could provide further details on the following points:

- The changes in coverage limits and premiums compared to the previous policy.
- Any additional terms that have been introduced in this renewal.
- The process for making adjustments to my coverage, if needed.
- Deadlines for confirming the renewal and payment.

Sincerely,

[Your Name]