

Request for Confirmation on Policy Preference Update

Dear [Recipient's Name],

I hope this message finds you well. I am writing to seek your confirmation regarding the recent updates made to our policy preferences.

As per our last discussion on [specific date], we have made significant changes that may affect your services. Please find the updated policy preferences outlined below:

- Policy Preference 1: [Details]
- Policy Preference 2: [Details]
- Policy Preference 3: [Details]

We would appreciate it if you could confirm your acceptance of these updates by [response deadline]. If there are any concerns or further clarifications needed, please feel free to reach out.

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

Best regards,
[Your Name]
[Your Position]
[Your Company]
[Your Contact Information]