

Inquiry Regarding Spouse Coverage under Retirement Benefits Insurance

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the retirement benefits insurance options available for my spouse under my policy. As I approach my retirement date, I would like to understand the extent of coverage available to ensure my spouse is adequately protected.

Could you please provide me with detailed information regarding:

- Eligibility criteria for spouse coverage
- Types of benefits included
- Any associated costs or premium adjustments
- Steps required to enroll my spouse in the plan

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]