

# Insurance Plan Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Insurance Company Contact Person],

I am writing to formally acknowledge the receipt of the particulars of my insurance plan as provided in your recent communication. The details of my plan are as follows:

- Policy Number: [Insert Policy Number]
- Coverage Type: [Insert Coverage Type]
- Effective Date: [Insert Effective Date]
- Premium Amount: [Insert Premium Amount]

I appreciate the clarity of the information provided and confirm that I have reviewed the details thoroughly. Should there be any further documents or actions required from my side, please do not hesitate to let me know.

Thank you for your assistance.

Sincerely,

[Your Name]