

# Letter of Beneficiary Designation

Date: [Insert Date]

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

To: [Insurance Company Name]  
[Insurance Company Address]  
[City, State, Zip Code]

Subject: Beneficiary Designation for Vehicle Insurance

Dear [Insurance Company Representative's Name],

I, [Your Name], am writing to officially designate beneficiaries for the vehicle insurance policy of the following dual ownership vehicle:

## **Vehicle Details:**

Make: [Vehicle Make]  
Model: [Vehicle Model]  
Year: [Vehicle Year]  
VIN: [Vehicle Identification Number]

As co-owners of the vehicle, I hereby designate the following individuals as beneficiaries on this insurance policy:

## **Beneficiaries:**

1. [Beneficiary Name 1]  
Relationship: [Relationship to Owner 1]
2. [Beneficiary Name 2]  
Relationship: [Relationship to Owner 2]

Please update your records accordingly and confirm the changes made to the beneficiaries of this policy. I appreciate your prompt attention to this matter.

Thank you for your assistance.

Sincerely,  
[Your Signature] (if sending a hard copy)

[Your Name]

[Co-owner Name (if applicable)]