

Underwriting Resolution Notification

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company Name]

Address: [Recipient's Address]

City, State, Zip: [Recipient's City, State, Zip]

Dear [Recipient's Name],

We are writing to formally notify you regarding the underwriting resolution for your recent application submitted on [Insert Submission Date].

After thorough review and consideration, we are pleased to inform you that your application has been [approved/declined] with the following details:

- **Policy Number:** [Insert Policy Number]
- **Coverage Amount:** [Insert Coverage Amount]
- **Effective Date:** [Insert Effective Date]

If you have any questions or require further information, please do not hesitate to contact us at [Insert Contact Information].

Thank you for choosing [Your Company Name]. We look forward to serving your needs.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]