Health Coverage Amendments Notification

Date: [Insert Date]
To: [Recipient's Name]
[Recipient's Address]
Dear [Recipient's Name],
We are writing to inform you of important amendments to your health coverage effective [Effective Date]. Please find below the details of the changes:
Amendments Overview:
 Coverage Benefit: [Describe the benefit changes] Premium Changes: [Detail any changes in premiums] Exclusions: [List any new exclusions]
If you have any questions regarding these amendments or how they may affect your coverage please feel free to contact us at [Contact Information].
Thank you for your attention to this matter.
Sincerely,
[Your Name]
[Your Position]
[Your Company]