

Insurance Certificate Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to confirm the issuance of our insurance certificate for [Policy Number/Description].

The details of the insurance are as follows:

- Insurer: [Insurer Name]
- Policy Number: [Policy Number]
- Coverage Amount: [Coverage Amount]
- Effective Date: [Start Date]
- Expiration Date: [End Date]

Please let me know if you require any further information or documentation.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]