

Insurance Inquiry Response

Date: [Insert Date]

To: [Insured's Name]

Address: [Insured's Address]

Subject: Response to Your Inquiry Regarding Policy Clarification

Dear [Insured's Name],

Thank you for reaching out to us with your inquiry regarding your insurance policy. We appreciate your proactive approach in seeking clarification.

In response to your questions:

- **Policy Number:** [Insert Policy Number]
- **Coverage Details:** [Insert Coverage Details]
- **Exclusions:** [Insert Exclusions]
- **Premium Information:** [Insert Premium Information]

If you have further questions or need additional information, please feel free to contact us at [Insert Contact Information]. We are here to assist you.

Thank you for choosing [Insurance Company Name].

Sincerely,

[Your Name]

[Your Position]

[Insurance Company Name]

[Contact Information]