

[Company Name]
[Company Address]
[City, State, Zip Code]
[Phone Number]

[Date]

[Policyholder Name]
[Policyholder Address]
[City, State, Zip Code]

Subject: Confirmation of Annual Renewal and Coverage Limit Adjustment

Dear [Policyholder Name],

This letter is to formally confirm the renewal of your policy [Policy Number], effective [Renewal Date].

As part of our annual review process, we have adjusted your coverage limits to ensure your protection remains aligned with current market values and inflation. Please find the details of your adjusted coverage below:

- **Previous Coverage Limit:** \$[Amount]
- **New Coverage Limit:** \$[Amount]
- **New Annual Premium:** \$[Amount]

The adjustment to your coverage limit was based on [Reason: e.g., standard inflation protection / property value reassessment / requested changes]. These updates help prevent under-insurance in the event of a claim.

Please review your enclosed updated policy declarations page for a full summary of your benefits and terms. If you have any questions regarding these changes or wish to discuss further adjustments to your coverage, please contact your agent at [Phone Number] or [Email Address].

Thank you for your continued trust in [Company Name].

Sincerely,

[Name/Signature]
[Title]
[Company Name]