

[Date]

[Client Name]

[Client Company Name]

[Client Address]

[City, State, Zip]

Subject: Quote Proposal for Commercial General Liability Insurance

Dear [Client Name],

Thank you for the opportunity to provide a quotation for your business insurance needs. Based on the information provided, we have prepared the following Commercial General Liability (CGL) proposal for [Client Company Name].

Insurance Carrier: [Insurance Company Name]

Policy Period: [Effective Date] to [Expiration Date]

Coverage Limits:

- General Aggregate: \$[Amount]
- Products & Completed Operations Aggregate: \$[Amount]
- Personal & Advertising Injury: \$[Amount]
- Each Occurrence: \$[Amount]
- Damage to Premises Rented to You: \$[Amount]
- Medical Expense (Any One Person): \$[Amount]

Deductible: \$[Amount] per occurrence

Premium Summary:

- Annual Premium: \$[Amount]
- Taxes and Fees: \$[Amount]
- **Total Estimated Cost: \$[Amount]**

Key Conditions and Exclusions:

[Insert specific exclusions or conditions here, e.g., Professional Liability Exclusion, Designated Premises Only, etc.]

This proposal is valid until [Expiration Date of Quote]. Please note that this is a summary of coverage only and does not include all terms, conditions, and exclusions found in the actual policy document.

To bind coverage or if you have any questions regarding this proposal, please contact me at [Phone Number] or [Email Address].

We look forward to working with you.

Sincerely,

[Agent Name]

[Agency Name]