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

[Date]

[Recipient Name]
[Recipient Title]
[Recipient Company Name]
[Recipient Address]
[City, State, Zip Code]

Subject: Strategic Expansion of General Liability Portfolio

Dear [Recipient Name],

I am writing to formally announce the expansion of our General Liability insurance portfolio. Based on recent market analysis and the evolving needs of our clients, we have enhanced our underwriting appetite and increased our capacity to support a wider range of industries.

Our expanded portfolio now includes broader coverage options for:

- [Industry Sector 1]
- [Industry Sector 2]
- [Industry Sector 3]
- [Specific Risk Category]

With this expansion, we aim to provide more competitive pricing, increased limits, and tailored endorsements that address unique operational risks. Our goal is to offer comprehensive protection that grows alongside your business requirements.

We are eager to discuss how these new capabilities can benefit your current insurance program. I will follow up with you next week to see if we can schedule a brief meeting to review these updates in detail.

Thank you for your continued partnership.

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Title]