[Date]

[Insurance Company Name]
[Policy Department]
[Company Address]
[City, State, Zip Code]

RE: Request for Joint Life Insurance Coverage - Policy Number: [Policy Number, if applicable]

To Whom It May Concern,

We are writing to formally notify you of our recent marriage on [Date of Marriage]. In light of this significant life milestone, we wish to update our insurance portfolio to ensure mutual financial protection.

We are interested in the following:

- Adding [Spouse's Name] to my existing policy.
- Converting my current individual policy into a Joint First-to-Die or Joint Last-to-Die policy.
- Increasing our total coverage amount to [Desired Amount].
- Updating the primary beneficiary designations for both parties.

Please find the attached copy of our marriage certificate for your records. We would like to request a quote for these changes and information regarding any additional medical underwriting required for [Spouse's Name].

Please send the necessary application forms and a summary of updated premiums to [Email Address] or the mailing address listed above.

Thank you for your assistance in securing our future together.

Sincerely,

[Your Signature]
[Your Printed Name]

[Spouse's Signature]
[Spouse's Printed Name]

Phone: [Phone Number]