[Company Letterhead / Logo]

[Date]

[Policyholder Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]

Subject: Confirmation of New Vehicle Addition - Policy Number: [Policy Number]

Dear [Policyholder Name],

This letter serves as formal confirmation that your request to add a new vehicle to your existing insurance policy has been processed successfully.

The details of the added vehicle are as follows:

- **Effective Date:** [Date]
- **Year:** [Year]
- **Make:** [Make]
- **Model:** [Model]
- **VIN:** [Vehicle Identification Number]

Your policy coverage and limits have been extended to this vehicle as per the terms of the endorsement. Please find the updated Policy Declaration Page and your new Insurance Identification Cards attached to this letter.

As a result of this change, your premium has been adjusted. [Optional: The prorated premium amount for the remainder of the term is $[Amount]].

Please review the attached documents carefully. If you have any questions or if any of the information listed above is incorrect, please contact our customer service department at [Phone Number] or [Email Address].

Thank you for choosing [Company Name].

Sincerely,

[Name of Representative]
[Title]
[Company Name]