[Insurance Company Name]
[Address Line 1]
[City, State, Zip Code]
[Phone Number]

[Date]

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

RE: Proof of Insurance for New Vehicle Addition

Dear [Policyholder Name],

This letter serves as official confirmation that the following vehicle has been successfully added to your insurance policy, effective as of [Effective Date].

Policy Number: [Policy Number]
Vehicle Details:

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

Enclosed with this letter, you will find your updated Insurance Identification Card(s). Please ensure that a copy of this card is kept inside the vehicle at all times as proof of financial responsibility.

The updated declarations page reflecting the changes to your premium and coverage limits will be mailed to you separately within [Number] business days.

If you have any questions or need to make further adjustments to your policy, please contact our customer service department at [Phone Number] or visit our website at [Website URL].

Thank you for choosing [Insurance Company Name].

Sincerely,

[Agent Name/Signature]
[Title]
[Insurance Company Name]