[Date]

[Insured Name]
[Insured Address]
[City, State, Zip Code]

RE: Quote Proposal for Liquor Liability Addition - Policy #[Policy Number]

Dear [Insured Name],

As requested, we have prepared a quote to add Liquor Liability coverage to your existing insurance policy. This endorsement is designed to protect your business against claims arising from the selling, serving, or furnishing of alcoholic beverages.

Quote Details:

- **Additional Premium:** $[Amount]
- **Taxes and Fees:** $[Amount]
- **Total Additional Cost:** $[Total Amount]
- **Effective Date:** [Date]

Coverage Limits:

- Each Common Cause Limit: $[Limit Amount]
- Aggregate Limit: $[Limit Amount]

Please review the attached formal quote document for full terms, conditions, and exclusions. This proposal is valid until [Expiration Date].

To bind this coverage, please sign the attached acceptance form and return it to our office by [Date].

If you have any questions regarding this endorsement, please contact me directly at [Phone Number].

Sincerely,

[Agent Name]
[Agency Name]
[Email Address]