

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

[Date]

[Insurance Company Name]
[Insurance Agent Name (if known)]
[Company Address]
[City, State, Zip Code]

RE: Request to Add Renters Insurance to Policy #[Your Auto Policy Number]

Dear [Insurance Agent Name or Customer Service Team],

I am writing to request the addition of a renters insurance policy to my existing account. I currently hold an auto insurance policy with your company under the policy number listed above.

Please provide me with a quote for a renters insurance policy for my residence located at:

[Your Current Residential Address]
[City, State, Zip Code]

I am interested in the following coverage limits:

- Personal Property Coverage: \$[Amount, e.g., \$20,000]
- Personal Liability Coverage: \$[Amount, e.g., \$100,000]
- Loss of Use Coverage: [Standard Amount]
- Deductible: \$[Amount, e.g., \$500]

Additionally, please apply any "multi-policy" or "bundling" discounts that I may be eligible for by combining my auto and renters insurance policies. I would like this new coverage to become effective as of [Date].

Please send the quote and any necessary paperwork to my email address or physical address listed above. If you require further information regarding my residence, feel free to contact me at [Phone Number].

Thank you for your assistance.

Sincerely,

[Your Signature]

[Your Printed Name]