

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

[Date]

[Insurance Company Name]  
[Billing/Customer Service Department Address]  
[City, State, Zip Code]

**Subject: Request for Multi-Policy Discount - Policy Number [Your Auto/Life Policy Number]**

Dear Customer Service Team,

I am writing to formally request the application of a multi-policy discount to my current insurance account. I recently purchased a renters insurance policy, which I would like to bundle with my existing coverage.

Please find my policy details below:

- **Primary Policy Number (Existing):** [Enter Auto or Life Policy Number]
- **New Renters Policy Number:** [Enter Renters Policy Number]
- **Renters Policy Effective Date:** [Enter Start Date]

I have attached a copy of my Renters Insurance Declaration Page as proof of active coverage. Please update my account to reflect the bundled rate and confirm the new premium amount at your earliest convenience.

Thank you for your assistance with this update.

Sincerely,

[Your Signature]

[Your Printed Name]