

[Date]

[Recipient Name]

[Title]

[Company Name]

[Address]

[City, State, Zip]

Subject: Proposal for Commercial Fleet Expansion Coverage

Dear [Recipient Name],

Following our recent discussion regarding the growth of [Company Name], I am pleased to submit this proposal for your commercial fleet expansion. As your business scales, ensuring that your new assets and drivers are protected with comprehensive coverage is our primary goal.

This proposal includes the following enhancements to your current policy:

- **Additional Units:** Coverage for [Number] new vehicles, including [Vehicle Types].
- **Liability Limits:** Increased combined single limits to account for higher road exposure.
- **Physical Damage:** Comprehensive and collision coverage tailored to current market values.
- **Hired and Non-Owned Auto:** Extended protection for temporary or employee-owned vehicles used for business.

Based on the updated fleet schedule provided, the adjusted annual premium is estimated at \$[Amount]. This figure reflects your current safety ratings and loyalty discounts.

I have attached the detailed breakdown of coverage limits and the revised schedule of vehicles for your review. Please let me know if you would like to schedule a brief call to finalize these updates or if you require any adjustments to the deductibles.

We look forward to supporting the continued growth of your business.

Sincerely,

[Your Name]

[Your Title]

[Insurance Agency Name]

[Phone Number]

[Email Address]