

[Date]

[Client Name]  
[Restaurant Name]  
[Street Address]  
[City, State, Zip Code]

Re: Offer for Expansion of Liquor Liability Coverage

Dear [Client Name],

Following our recent discussion regarding the growth of [Restaurant Name], we are pleased to provide an official offer to expand your current Liquor Liability insurance coverage.

As your establishment increases its alcohol service capacity, it is essential to ensure your protection aligns with your increased exposure. This expanded coverage is designed to protect your business against claims of bodily injury or property damage arising from the sale or service of alcoholic beverages.

**Proposed Coverage Details:**

- Current Limit: \$[Amount]
- Proposed New Limit: \$[Amount]
- Proposed Effective Date: [Date]
- Additional Premium Amount: \$[Amount]

**Key Benefits of Expansion:**

- Increased protection against alcohol-related litigation.
- Compliance with updated lease or licensing requirements.
- Coverage for [Specific Event or New Area, e.g., Outdoor Patio/Private Events].

To accept this offer and update your policy, please sign below and return this letter by [Deadline Date]. If you have any questions regarding the terms or wish to adjust the limits further, please contact me directly at [Phone Number].

Sincerely,

[Your Name]  
[Your Title]  
[Insurance Agency Name]

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**Acceptance:**

I, [Client Name], accept the expansion of Liquor Liability coverage as outlined above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_