

[Date]

[Policyholder Name]

[Business Name]

[Mailing Address]

[City, State, Zip Code]

Subject: Acknowledgment of Coverage Limit Increase - Policy #[Policy Number]

Dear [Policyholder Name],

This letter serves as formal acknowledgment of your request to increase the coverage limits on your Commercial Property Insurance policy. We have processed the requested changes as detailed below:

- **Property Location:** [Property Address/Description]
- **Previous Coverage Limit:** \$[Amount]
- **New Coverage Limit:** \$[Amount]
- **Effective Date of Increase:** [Date]

The adjustment to your coverage limits may result in a pro-rated premium change for the remainder of the current policy term. You will receive an updated Policy Declarations page and an invoice for any additional premium due within [Number] business days.

Please review your updated policy documents carefully to ensure all information is accurate. If you have any questions or require further adjustments to your protection, please contact your agent at [Phone Number] or [Email Address].

Thank you for choosing [Insurance Company Name] for your commercial insurance needs.

Sincerely,

[Signature]

[Name of Representative]

[Title]

[Insurance Company Name]