[Date]

[Policyholder Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]

Subject: Quote for Adding a New Driver to Policy #[Policy Number]

Dear [Policyholder Name],

As requested, we have prepared a quote to add [New Driver Name] to your existing automobile insurance policy. Below are the details regarding the change in your premium:

- **Current Semi-Annual/Annual Premium:** $[Amount]
- **New Semi-Annual/Annual Premium:** $[Amount]
- **Difference/Increase:** $[Amount]

The quoted rate is based on the information provided regarding [New Driver Name]'s driving history and the vehicles listed on your policy. Please note that this quote is valid until [Expiration Date].

To finalize this addition and update your coverage, please contact us at [Phone Number] or reply to this email with your authorization. Once confirmed, we will issue an updated declarations page and new insurance cards.

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

Sincerely,

[Agent Name]
[Insurance Company Name]
[Contact Information]