

[Company Letterhead/Logo]

[Date]

[Policyholder Name]

[Street Address]

[City, State, Zip Code]

Subject: Acknowledgment of Marital Name Change - Policy Number: [Policy Number]

Dear [New Name of Policyholder],

Thank you for notifying us of your recent marriage and requesting a name change on your insurance policy. We have successfully updated our records to reflect your new legal name.

Please find enclosed your updated policy documents and a new identification card. We recommend that you review these documents carefully and replace any old identification cards with the new ones provided.

Please note that while your name has been updated, your policy coverage, premium amounts, and renewal dates remain unchanged unless otherwise requested.

If you have any questions or need further assistance with your policy, please contact our customer service department at [Phone Number] or visit our website at [Website URL].

Congratulations on your marriage, and thank you for choosing [Company Name].

Sincerely,

[Sender Name]

[Title]

[Company Name]