

[Date]

[Customer Name]
[Customer Address]
[City, State, Zip Code]

Subject: Confirmation of Coverage Change - Policy #[Policy Number]

Dear [Customer Name],

This letter confirms that your auto insurance policy has been successfully converted from **Liability Only** coverage to **Comprehensive** coverage, effective as of [Effective Date].

Your updated policy now includes protection against non-collision related incidents, such as:

- Theft and vandalism
- Fire and explosions
- Natural disasters (flood, hail, storm damage)
- Glass breakage and windshield damage
- Animal strikes

Updated Policy Summary:

- **New Total Premium:** \$[Amount]
- **Comprehensive Deductible:** \$[Deductible Amount]
- **Next Payment Due Date:** [Date]

Please find your revised Insurance ID cards and updated Policy Declaration page enclosed with this letter. We recommend replacing your old ID cards immediately.

If you have any questions regarding these changes or your new deductible, please contact our customer service department at [Phone Number] or visit our website at [Website].

Thank you for choosing [Insurance Company Name].

Sincerely,

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