[Date]

[Policyholder Name]
[New Street Address]
[City, State, Zip Code]

Subject: Acknowledgment of Garaging Address Update and Premium Reduction

Dear [Policyholder Name],

This letter is to confirm that we have successfully updated the garaging address for your policy, [Policy Number], effective [Effective Date].

Based on the change in location to [New City/Zip Code], your insurance premium has been adjusted. We are pleased to inform you that this update has resulted in a premium decrease.

Adjustment Details:

- Previous Premium: $[Amount]
- New Premium: $[Amount]
- Total Savings: $[Amount]

Your revised billing statement reflecting this change is attached to this letter. If you have already paid your premium in full for the current term, a refund check for the difference will be issued to you within [Number] business days, or applied as a credit to your next renewal.

Please review your updated policy declarations page to ensure all information is correct. If you have any questions regarding this change or your coverage, please contact our customer service department at [Phone Number] or [Email Address].

Thank you for choosing [Company Name].

Sincerely,

[Name/Department]
[Company Name]