[Date]

[Policyholder Name]
[Current Mailing Address]
[City, State, Zip Code]

Subject: Acknowledgment of Out-of-State Garaging Address Update

Dear [Policyholder Name],

This letter is to confirm that we have received and processed your request to update the garaging location for the vehicle(s) listed on your policy.

Updated Vehicle Information:

- **Policy Number:** [Policy Number]
- **Vehicle(s) Affected:** [Year, Make, Model]
- **New Garaging Address:** [New Street Address, City, State, Zip Code]
- **Effective Date:** [Date of Change]

Please be advised that changing a vehicle's primary location to another state may impact your policy premium, coverage limits, or state-specific endorsements. Enclosed you will find your updated Policy Declarations Page reflecting these changes.

If any of the information above is incorrect, or if the vehicle will be returning to its original location within a specific timeframe, please contact us immediately at [Phone Number] or [Email Address].

Thank you for keeping your policy information up to date.

Sincerely,

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