[Date]

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

Subject: Acknowledgment of Garaging Address Update - Inspection Required

Dear [Policyholder Name],

We have received your request to update the primary garaging address for the vehicle(s) listed on policy number: **[Policy Number]**.

Your records have been updated to reflect the following new location:

[New Garaging Address, City, State, Zip Code]

Please be advised that per our underwriting guidelines, a physical inspection of the vehicle(s) at this new location is required to finalize this update. This inspection is necessary to verify the safety and storage conditions of the vehicle(s).

Next Steps:

- An authorized inspector will contact you within [Number] business days to schedule a brief appointment.
- The inspection will take approximately [Number] minutes.
- Please ensure the vehicle is accessible at the new address during the scheduled time.

Failure to complete this inspection by [Deadline Date] may result in a revision of your premium or a formal notice of non-renewal/cancellation of coverage.

If you have any questions or need to reschedule once contacted, please reach out to our Customer Service Department at [Phone Number] or [Email Address].

Thank you for your prompt cooperation.

Sincerely,

[Sender Name/Department]
[Company Name]