[Company Letterhead/Logo]

[Date]

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

Subject: Confirmation of Class of Use Reversion - Account Number: [Account Number]

Dear [Customer Name],

This letter serves as formal confirmation that the classification of your account/vehicle (Serial/VIN: [Number]) has been successfully reverted from **Business Use** to **Personal Use**.

This change was processed on [Date] following your request and the submission of the required documentation. As a result of this reversion, the following updates have been applied to your account:

- Effective Date of Change: [Date]
- Revised Premium/Rate: [Amount]
- Updated Terms and Conditions: [Personal Use Terms]

Please note that any future business-related activities conducted under this account may require a re-evaluation of your class of use. It is your responsibility to notify us immediately should your usage patterns change.

Attached to this letter, you will find your updated policy/agreement documents. Please review them carefully and store them for your records.

If you have any questions regarding this adjustment, please contact our customer service department at [Phone Number] or via email at [Email Address].

Thank you for your continued business.

Sincerely,

[Signature]
[Name of Representative]
[Job Title]
[Company Name]