

[Date]

[Spouse's Name]

[Address]

[City, State, Zip Code]

Subject: Delivery of Term Life Insurance Policy and Confirmation of Beneficiary

Dear [Spouse's Name],

Enclosed please find the original documents for your Term Life Insurance Policy, number [Policy Number].

This letter serves to formally confirm that I, [Insured's Name], have designated you as the primary beneficiary of this policy. In the event of my passing, you are entitled to receive the full death benefit of \$[Benefit Amount], subject to the terms and conditions outlined in the attached policy document.

Please review the enclosed documents carefully and store them in a secure location. It is important that you have access to these files should you ever need to file a claim. I have also included the contact information for the insurance provider and our agent below:

- **Insurance Company:** [Company Name]
- **Agent Name:** [Agent Name]
- **Agent Phone:** [Agent Phone Number]

If you have any questions regarding the coverage or the beneficiary designation, please let me know.

Sincerely,

[Insured's Signature]

[Insured's Printed Name]

Acknowledgment of Receipt:

I, [Spouse's Name], hereby acknowledge receipt of the original policy documents and confirm my understanding of the beneficiary designation.

Signature: _____ Date: _____