

[Date]

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

Re: Temporary Auto Insurance Policy and Identification Card

Dear [Customer Name],

Thank you for choosing [Insurance Company Name] for your automotive insurance needs. We are pleased to confirm that your temporary coverage is now active.

Please find the following documents enclosed with this letter:

- Temporary Insurance Identification Card
- Binder of Insurance (Temporary Policy Summary)
- Summary of Coverages and Limits

Policy Details:

- Policy Number: [Policy Number]
- Effective Date: [Start Date]
- Expiration Date: [End Date]
- Insured Vehicle: [Year, Make, Model, VIN]

Important Instructions:

Please print and place the enclosed Identification Card in your vehicle immediately. You are required by law to provide proof of insurance if requested by law enforcement or in the event of an accident.

This temporary policy is valid until [End Date]. Your permanent policy documents and permanent ID cards will be mailed to you once the final underwriting process is complete.

If you have any questions or need to report a claim, please contact our customer service department at [Phone Number] or visit our website at [Website URL].

Sincerely,

[Agent Name/Department]
[Insurance Company Name]
[Phone Number]