

Date: [Insert Date]

To:

[Client Name]

[Company Name]

[Address Line 1]

[City, State, Zip Code]

Subject: Underwriting Approval - Commercial Delivery Fleet Expansion

Dear [Contact Name],

We are pleased to inform you that your application for insurance coverage regarding the expansion of your commercial delivery fleet has been formally approved by our underwriting department.

Approval Details:

- **Policy Number:** [Insert Policy Number]
- **Additional Vehicles:** [Number of New Vehicles]
- **Effective Date:** [Insert Start Date]
- **Total Fleet Size:** [Total Number of Vehicles]

Coverage Summary:

The approved expansion includes Liability, Physical Damage, and Cargo insurance as specified in the attached Schedule of Assets. This approval is based on the driver safety records and vehicle maintenance logs provided during the review process.

Premium and Payment:

The adjusted annual premium for the expanded fleet is \$[Amount]. An updated invoice reflecting the pro-rated amount for the remainder of the current term is attached.

Next Steps:

Please review the enclosed policy endorsement. If all details are correct, sign and return the confirmation page by [Insert Date]. Once received, updated insurance ID cards will be issued for all new units.

Thank you for choosing [Insurance Company Name] to support your business growth.

Sincerely,

[Underwriter Signature]

[Underwriter Name]

[Title]

[Insurance Company Name]