

[Your Name]
[Your Fleet Dealership Name]
[Your Address]
[Date]

[Insurance Agent Name]
[Insurance Agency Name]
[Agency Address]

Subject: Referral for Commercial Auto Insurance - [Customer Name]

Dear [Insurance Agent Name],

I am writing to refer our client, [Customer Name/Business Name], who has recently purchased [Number/Type of Vehicles] for their commercial fleet.

They are currently seeking comprehensive business auto insurance coverage and I recommended your agency based on your expertise in commercial policies. Below are their contact details:

- **Contact Person:** [Client Contact Name]
- **Phone Number:** [Client Phone Number]
- **Email Address:** [Client Email Address]

Please reach out to them at your earliest convenience to provide a quote and discuss their coverage options. We want to ensure they are fully protected before they take delivery of their new vehicles.

Thank you for your excellent service. We look forward to continuing our partnership.

Best regards,

[Your Signature]
[Your Title]
[Your Phone Number]