**\_[1]\_**

**Via First Class U.S. Mail:**

**\_[2]\_**

**RE: Request for Proof of Life Insurance**

Dear **\_[3]\_**,

Paragraph **\_[4]\_** of our divorce agreement provides that I have the right to request proof of life insurance from you annually and that you are obligated to provide it to me. Please forward me proof of coverage at your earliest convenience.

Thank you for your attention to this matter. Please contact me at your convenience if you have questions.

Sincerely,

**\_[5]\_**

Notes for Letter to Former Spouse Requesting Proof of Life Insurance

[1] The date of the letter.

[2] The name and address of your former spouse.

[3] Your former spouse’s first name or nickname.

[4] Paragraph number from your divorce agreement (be as specific as you can).

[5] Your name.