

Client's headed paper

Insurance co name  
Address

17 December 2008

Dear Sirs

Re Policy Number :

This is to authorise transfer of the above policy to Crown Insurance Consultants, 13 Station Road North, Egham, Surrey, TW20 9LD with immediate effect.

Please provide them with all the details of this policy, and forward a copy of the schedule of cover.

Yours faithfully

Policyholders signature