

Dear Brenda Eduardo,

I hope this email finds you in excellent health.

I am writing to you with an accumulation of requests recently received.

First, David Bermea Rios, Web and Social Media Coordinator, has signaled an unauthorized renewal of his auto insurance policy, which begins on March 7, 2023. It is important to mention that you did not provide your bank card information for this renewal. Therefore, it requires a detailed explanation of the renewal in question and the cost of the policy.

In addition, we have received a request to cancel the insurance policies for three 2018 model year VERSA SENSE vehicles. These pages correspond to numbers D3 42200001 57, D3 42200001 12 and D3 42200001 61. The cancellation date is scheduled for September 28, 2022. I find the corresponding format for this action. If there are any questions about this topic, please do not hesitate to contact us.

Finally, I want to draw your attention to several auto insurance policy renewals for the month of September 2022. It is essential that we modify the sum insured of a motorcycle, and we must also remove a 2020 Nissan from renewal since the customer is no longer in possession of said vehicle.

In summary, all these action items require your immediate attention, and we greatly appreciate your cooperation. We are waiting for your response and are always available to clarify any doubts or concerns that may arise.

I appreciate your attention and I am always at your disposal for whatever you need.

Cordially

Jorge L. Rodriguez G.