



IndusInd Nippon Life

## Letter Format from Customer to Request for a Duplicate Policy Document Lost in Transit

From,

Policy No.

Date  D  D  M  M  Y  Y  Y  Y

To,  
**IndusInd Nippon Life Insurance Company Limited**  
Unit Nos. 401B, 402, 403 & 404, 4th Floor , Inspire-BKC, G Block, BKC Main Road,  
Bandra Kurla Complex, Bandra East, Mumbai - 400051. India.

Dear Sir,

Request for a Duplicate Policy Document for Policy No.

I wish to bring to your notice that the original policy document for my above mentioned policy has not been received by me till date.

I therefore request you to issue a duplicate policy document. I confirm that in the event of my receiving the Original Policy Document subsequent to receiving the duplicate policy, the original documents will be returned to the Company.

I am aware that the duplicate policy document will be the valid document at all times for transacting during the tenure of the Contract.

Thanking You,

Yours faithfully,

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Signature of the Policyholder

IndusInd Nippon Life Insurance Company Limited (Formerly Reliance Nippon Life Insurance Company Limited). IRDAI Registration No. 121. Registered & Corporate Office: Unit Nos. 401B, 402, 403 & 404, 4th Floor, Inspire-BKC, G Block, BKC Main Road, Bandra Kurla Complex, Bandra East, Mumbai-400051, India. T +91 22 6896 5000. For more information or any grievance, 1. Call us between 8 am to 8 pm, Monday to Saturday (except public holidays) on our Toll-Free Number - 1800 102 1010 or 2. Visit us at [www.indusindnipponlife.com](http://www.indusindnipponlife.com) 3. Email us at [customerservice@indusindnipponlife.com](mailto:customerservice@indusindnipponlife.com). 4. Chat with us on our WhatsApp number (+91) 7208852700. The trade logo displayed above belongs to IndusInd International Holdings Limited & Nippon Life Insurance Company and is used by IndusInd Nippon Life Insurance Company Limited under license.

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