

Address of your insurance company

Home address:

Tel. No:  
Date:

Dear Sir,

**Re Policy number:**

I am an accredited volunteer working with Home-Start South Warwickshire (Charity number 1185280), which is a voluntary home-visiting scheme.  In the course of this work, I occasionally use my car to escort families when carrying out social acts.

For such journeys, I am eligible to receive a mileage allowance of 45p per mile.  This mileage payment is not for ‘hire or reward’ - it merely contributes to the cost of fuel.

I should be grateful if you would please confirm that my insurance policy covers any passenger or Third Party claims which might arise out of the use of the vehicle for this purpose.

Yours faithfully,