Date:

 To whom it may concern,

 Ref: [your insurance details]

In my capacity as a volunteer for the charity Canine Partners, I occasionally use my car to travel for activities:

* give talks about the charity
* to help at the charity’s offices
* to assist at events
* taking a dog to different locations
* attending training

Please would you confirm that this type of activity is adequately covered by the terms and conditions of my existing motor insurance policy.

Thank you

Yours sincerely