

[Date]

[Insured Name]

[Mailing Address]

[City, State, Zip Code]

Subject: Welcome to [Insurance Company Name] - Policy #[Policy Number]

Dear [Insured Name],

Thank you for choosing [Insurance Company Name] for your homeowners insurance. We are pleased to confirm that your coverage for the property located at [Property Address] is now active as of [Effective Date].

We are committed to providing you with excellent service and protecting your home. Please review the following next steps to ensure your account is fully set up:

- **Review Your Policy Documents:** Please read the attached Policy Declaration page to verify your coverage limits, deductibles, and discounts.
- **Set Up Online Access:** Visit [Website URL] to create your account. Here you can view documents, make payments, and file claims.
- **Schedule Your Home Inspection:** If required, an inspector will contact you within [Number] days to perform a brief exterior assessment of your property.
- **Verify Mortgage Information:** If your premiums are paid through an escrow account, please ensure your mortgage lender has a copy of your new policy.

In the event of a loss or if you need to file a claim, please call our 24/7 claims department at [Claims Phone Number] or visit our mobile app.

If you have any questions or need to make adjustments to your coverage, please contact your agent, [Agent Name], at [Agent Phone Number] or [Agent Email Address].

Welcome to the family.

Sincerely,

[Name/Signature]

[Title]

[Insurance Company Name]