

[Date]

[Policyholder Name]

[Mailing Address]

[City, State, Zip Code]

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

Dear [Policyholder Name],

Welcome to [Insurance Company Name]. We are pleased to confirm that your homeowners insurance policy is now active. Thank you for choosing us to protect your home and your peace of mind.

Enclosed with this letter, you will find your policy declaration page and coverage summary. Please review these documents carefully to ensure all information is correct. Below are the key details of your new policy:

- **Policy Number:** [Policy Number]
- **Effective Date:** [Start Date]
- **Property Insured:** [Property Address]
- **Annual Premium:** \$[Amount]

Your policy provides coverage for:

- **Dwelling:** Protection for the structure of your home.
- **Personal Property:** Coverage for your belongings inside the home.
- **Liability:** Protection in the event of legal claims for injury or property damage.
- **Loss of Use:** Assistance with living expenses if your home becomes uninhabitable due to a covered claim.

If you need to make a claim, have questions about your coverage, or need to update your contact information, please contact our customer service team at [Phone Number] or visit our website at [Website URL].

We look forward to serving you.

Sincerely,

[Name of Agent/Representative]

[Insurance Company Name]

[Phone Number]