

[Your Company Name]  
[Your Address]  
[City, State, Zip Code]  
[Phone Number]  
[Date]

[Client Name]  
[Client Address]  
[City, State, Zip Code]

Subject: Your Annual Policy Review and Our Protection Promise

Dear [Client Name],

Thank you for choosing [Your Company Name] for your insurance needs. As your policy renewal approaches, it is time for your Annual Policy Review.

Our **Protection Promise** to you is simple: We are committed to ensuring you have the right coverage at the most competitive rate. Life changes quickly, and a review helps us confirm that your current policies still align with your home, family, and financial goals.

During this review, we will look for:

- New discounts for which you may qualify.
- Gaps in coverage caused by recent life changes or purchases.
- Opportunities to consolidate policies for better value.

Please contact our office at [Phone Number] or reply to this email to schedule a 15-minute consultation. We want to ensure you remain fully protected and confident in your coverage.

We appreciate your continued trust and look forward to speaking with you soon.

Sincerely,

[Agent Name]  
[Title]  
[Your Company Name]