

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Coverage Breakdown for Your New Renters Insurance Policy

Dear [Client Name],

Thank you for choosing [Agency Name] for your renters insurance needs. Your policy is now active under policy number **[Policy Number]**. Below is a summary of your coverage limits and deductibles:

- **Personal Property:** \$[Amount] (Coverage for your belongings)
- **Personal Liability:** \$[Amount] (Coverage if you are sued for injury/damage)
- **Medical Payments:** \$[Amount] (Minor medical expenses for guests)
- **Loss of Use:** \$[Amount] (Living expenses if your home is uninhabitable)
- **Deductible:** \$[Amount] (Your out-of-pocket cost per claim)

Please review the attached policy documents for full details, including specific exclusions and conditions. We recommend keeping a home inventory of your personal items to assist in the event of a claim.

If you have any questions or need to make changes to your coverage, please contact our office at [Phone Number] or [Email Address].

Sincerely,

[Agent Name]

[Agency Name]