

[Date]

[Policyholder Name]

[Address Line 1]

[Address Line 2]

Re: Transfer of Pet Insurance Policy #[Policy Number]

Dear [Policyholder Name],

Welcome to [New Agency Name]! We are pleased to inform you that your pet insurance policy for [Pet Name] has been successfully transferred to our agency from [Previous Agency Name], effective [Effective Date].

Please be assured that this transfer will not result in any changes to your current coverage levels, premiums, or deductible. Your policy terms remains exactly as they were, and there is no lapse in coverage for [Pet Name].

What you need to know:

- **Policy Number:** Your policy number remains [Policy Number].
- **Claims:** You can now submit claims through our portal at [Website URL] or via email at [Email Address].
- **Payments:** If you are on an automatic payment plan, your billing will continue without interruption.

We are committed to providing the best care and support for you and your pet. If you have any questions regarding your transition or if you would like to review your current coverage, please contact our customer service team at [Phone Number] or reply to this email.

Thank you for trusting us with your pet's protection.

Sincerely,

[Sender Name]

[Title]

[New Agency Name]

[Agency Website]