

[Date]

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

Dear [Client Name],

Welcome to [Agency/Company Name]! Thank you for choosing us to provide your personal umbrella liability coverage.

An umbrella policy is one of the most important components of a comprehensive insurance plan. By adding this extra layer of protection, you have taken a significant step in securing your assets and your future financial well-being.

Policy Details:

- **Policy Number:** [Policy Number]
- **Coverage Limit:** [Coverage Amount]
- **Effective Date:** [Date]

Your policy documents are enclosed with this letter. We recommend reviewing the declarations page to ensure all information is correct. Please keep these documents in a safe place.

If you have any questions regarding your coverage, or if you experience any major life changes- such as purchasing a new home, adding a teen driver, or acquiring new recreational vehicles- please contact us. We want to ensure your umbrella limit remains adequate for your needs.

Thank you for placing your trust in our agency. We look forward to serving you.

Sincerely,

[Agent Name]
[Agency Name]
[Phone Number]
[Email Address]