

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Welcome to [Insurance Agency Name] - Marina Liability Policy #[Policy Number]

Dear [Client Name],

Welcome to [Insurance Agency Name]. We are pleased to confirm that your Marina Liability Insurance coverage is now active. We appreciate the opportunity to help protect your maritime operations and assets.

Enclosed with this letter, you will find your policy documents, including:

- Policy Declaration Page
- Certificate of Insurance
- Coverage Summary and Endorsements
- Claims Reporting Procedures

Please review these documents carefully to ensure all details regarding your docks, piers, and liability limits are correct. Your policy is designed to address specific risks associated with marina management, including legal liability for watercraft in your care, custody, and control (Shiprepairers/Marina Operator's Liability).

If you need to issue certificates of insurance to vendors or local authorities, or if you have any questions regarding your coverage, please contact our marine department at [Phone Number] or [Email Address].

Thank you for choosing us as your insurance partner. We look forward to a long and successful relationship.

Sincerely,

[Agent Name]

[Title]

[Insurance Agency Name]