

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

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

Dear [Client Name],

Welcome to [Insurance Agency Name]. Thank you for choosing us to protect your investment property located at [Property Address]. We are pleased to confirm that your Landlord Property Insurance policy is now active.

Your policy provides coverage specifically designed for rental properties, including protection for the dwelling, landlord-owned contents, and liability coverage. Please find your policy documents and proof of insurance attached to this letter.

Policy Details:

- **Policy Type:** Landlord / Rental Property Insurance
- **Effective Date:** [Start Date]
- **Annual Premium:** [Amount]
- **Deductible:** [Amount]

Next Steps:

1. Review your coverage limits and endorsements to ensure they meet your needs.
2. Save our claims contact information: [Phone Number/Email].
3. If your property is managed by a third party, please ensure they have a copy of your liability certificate.

We are committed to providing you with excellent service and peace of mind. If you have any questions regarding your coverage or need to make adjustments to your policy, please contact your agent, [Agent Name], at [Agent Phone Number].

Thank you for your business.

Sincerely,

[Your Name]

[Your Title]

[Insurance Agency Name]

[Website URL]