

[Date]

[Client Name]
[Client Company]
[Client Address]

Dear [Client Name],

Welcome to [Agency Name]. Thank you for choosing us to provide your Cyber Liability Insurance. We are committed to protecting your business from the evolving risks of the digital world.

Your policy through [Insurance Carrier Name] is now active. Please find your policy documents and coverage summary attached to this email.

Your Policy Highlights:

- **Policy Number:** [Policy Number]
- **Coverage Period:** [Start Date] to [End Date]
- **Incident Response:** In the event of a suspected breach, call the 24/7 hotline at: [Hotline Phone Number]

As a policyholder, you also have access to the following resources:

- Risk management tools and security training
- Cybersecurity webinars and updates
- Legal and forensic support services

We will contact you shortly to review your policy details and answer any questions you may have. If you need immediate assistance, please reach out to me at [Phone Number] or [Email Address].

We look forward to a long and secure partnership.

Best regards,

[Your Name]
[Your Title]
[Agency Name]