

[Date]

[Partner Name]

[Partner Company Name]

[Address]

[City, State, Zip Code]

Dear [Partner Name],

Welcome to [Your Company Name]

We are pleased to officially welcome you as a strategic partner with [Your Company Name]. We are excited to collaborate with you in providing comprehensive professional liability insurance solutions to your clients.

Our goal is to support your business by offering specialized coverage, streamlined underwriting processes, and expert claims handling. We believe this partnership will provide significant value to the professionals you serve, ensuring they are protected against the unique risks of their industries.

To help you get started, we have attached your partner onboarding kit, which includes:

- Product guides and coverage highlights
- Commission structures and payment schedules
- Access credentials for our online agent portal
- Marketing materials and co-branding templates
- Contact information for your dedicated account manager

Your dedicated Account Manager, [Account Manager Name], will reach out to you within the next 48 hours to schedule a brief introductory call and walk you through our portal.

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

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Phone Number]

[Email Address]