

[Date]

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

Dear [Client Name],

Welcome to [Agency Name]! Thank you for choosing us to handle your Final Expense insurance needs. We are honored to help you protect your family's future and provide you with peace of mind.

Your new policy details are as follows:

- **Insurance Carrier:** [Carrier Name]
- **Policy Number:** [Policy Number]
- **Coverage Amount:** \$[Amount]
- **Monthly Premium:** \$[Amount]

Your official policy documents will arrive by mail within [Number] business days. We recommend keeping these documents in a safe place and informing your beneficiaries about this coverage.

As your dedicated agency, we are here to assist you with any questions, updates to your beneficiaries, or changes to your contact information. You can reach us directly at [Phone Number] or by email at [Email Address].

Thank you again for your trust. We look forward to serving you for many years to come.

Sincerely,

[Agent Name]
[Agency Name]
[Phone Number]
[Website]