

[Date]

[Tenant Name]  
[Property Address]  
[Unit Number]

Dear [Tenant Name],

Welcome to your new home! As you prepare to move in, we want to ensure that you and your belongings are fully protected.

As per your lease agreement, all residents are required to maintain a renters insurance policy with a minimum liability coverage of \$[Amount]. While our building insurance covers the structure itself, it does not cover your personal belongings (such as furniture, electronics, and clothing) or your personal liability in the event of an accident.

To make this process easier for you, we have partnered with **[Insurance Provider Name]**. They offer affordable policies specifically tailored for our residents.

**Why we recommend [Insurance Provider Name]:**

- Quick online setup in under 5 minutes.
- Instant proof of insurance sent directly to our leasing office.
- Competitive monthly rates starting as low as \$[Price].
- Coverage for theft, water damage, and personal liability.

You can sign up directly via this link: [\[Referral Link/Website\]](#)

Please ensure that a copy of your policy declarations page is submitted to the leasing office by [Deadline Date] to complete your onboarding process.

If you have any questions regarding insurance requirements, please contact us at [Phone Number] or [Email Address].

Sincerely,

[Property Manager Name]  
[Property Management Company Name]