

[Date]

[Customer Name]
[Property Address]
[City, State, Zip Code]

Dear [Customer Name],

Welcome to [Insurance Company Name]!

Congratulations on the purchase of your first home! We are honored that you have chosen us to protect such an important milestone in your life.

We are writing to officially welcome you and to thank you for trusting us with your home insurance needs. Our goal is to provide you with peace of mind knowing that your new investment is well-protected.

Policy Details:

- **Policy Number:** [Policy Number]
- **Coverage Start Date:** [Start Date]
- **Annual Premium:** [Amount]

Attached to this letter, you will find your policy documents and identification cards. Please review these documents carefully to ensure all information is correct. We recommend keeping a copy in a safe place.

If you have any questions about your coverage, or if you need to make any changes to your policy, please do not hesitate to contact your agent, [Agent Name], at [Agent Phone Number] or via email at [Agent Email].

Thank you again for choosing [Insurance Company Name]. We look forward to serving you for many years to come.

Sincerely,

[Your Name/Signature]
[Your Title]
[Insurance Company Name]
[Company Phone Number]
[Company Website]