

[Date]

[Customer Name]

[Mailing Address]

[City, State, Zip Code]

Re: Confirmation of Homeowners Insurance Policy #[Policy Number]

Dear [Customer Name],

Congratulations on your new home! We are pleased to confirm that your homeowners insurance policy is now active. Thank you for choosing [Company Name] to protect your investment.

We appreciate your trust in us. Our goal is to provide you with peace of mind and excellent service as you settle into your new property. Below is a summary of your coverage details:

- **Policy Number:** [Policy Number]
- **Effective Date:** [Start Date]
- **Insured Property:** [Property Address]
- **Annual Premium:** [Amount]

Please find your policy documents and proof of insurance cards enclosed with this letter. We recommend reviewing these documents carefully to understand your coverage limits and deductibles.

If you have any questions or need to make changes to your policy, please contact your agent, [Agent Name], at [Phone Number] or email us at [Email Address].

Welcome to the [Company Name] family.

Sincerely,

[Your Name/Signature]

[Your Job Title]

[Company Name]