

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

Welcome to [Agency Name]! We are excited to have you as a new client and thank you for choosing us to protect your most valuable assets.

By bundling your Home and Auto insurance policies with us, you have secured comprehensive coverage while taking advantage of our multi-policy discounts. Below is a summary of your new protection plan:

- **Auto Policy Number:** [Auto Policy #]
- **Home Policy Number:** [Home Policy #]
- **Policy Effective Date:** [Date]

Our goal is to provide you with excellent service and peace of mind. Your policy documents are attached for your review. Please look them over and let us know if you have any questions or if any information needs to be updated.

If you need to make a claim, change your coverage, or request an ID card, you can reach us at [Phone Number] or visit our website at [Website URL].

Thank you again for trusting [Agency Name]. We look forward to working with you.

Sincerely,

[Agent Name]

[Agency Name]

[Phone Number]

[Email Address]