

[Date]

[Policyholder Name]

[Address Line 1]

[City, State, Zip Code]

Subject: Confirmation of Receipt - Home Inventory List

Dear [Policyholder Name],

This letter is to formally confirm that we have received your completed Home Inventory List for Policy Number: **[Policy Number]**.

We have successfully uploaded this document to your digital file. This list will serve as a vital record of your personal belongings and will help expedite any future claims process should the need arise.

We recommend that you update this inventory annually or whenever you make significant new purchases. Please keep a physical or digital copy of the list and any associated receipts in a secure, off-site location for your own records.

If you have any questions regarding your coverage or need to update your file further, please contact your agent at [Phone Number] or email us at [Email Address].

Thank you for choosing [Company Name].

Sincerely,

[Name of Representative]

[Title]

[Company Name]