[Date]

[Policyholder Name]
[Mailing Address]
[City, State, Zip Code]

Subject: Annual Privacy Notice Regarding Your Homeowners Insurance Policy

Dear [Policyholder Name],

At [Insurance Company Name], protecting your privacy is a top priority. This letter serves as your annual notice regarding how we collect, use, and protect your personal information in connection with your homeowners insurance policy: [Policy Number].

Information We Collect
We collect non-public personal information about you to provide insurance products and services. This includes information from your application (such as name and address), your transactions with us (such as payment history), and third-party reports (such as credit history or claims history).

How We Use Your Information
We use your information only as permitted or required by law. This includes processing your policy, investigating claims, and preventing fraud. We do not sell your personal information to third parties for marketing purposes.

Information Sharing
We may share your information with affiliated companies or third-party service providers (such as adjusters or appraisers) solely to perform business functions on our behalf. These parties are legally required to maintain the confidentiality of your data.

Security Procedures
We maintain physical, electronic, and procedural safeguards to protect your personal information. Access is restricted to employees and authorized representatives who need the information to provide products or services to you.

Your Rights
You have the right to review the personal information we have on file for you and request corrections if necessary. If you have questions about our privacy practices, please visit our website at [Website URL] or contact our customer service department.

Thank you for choosing [Insurance Company Name] for your homeowners insurance needs.

Sincerely,

[Authorized Signature]
[Department Name]

[Insurance Company Name]
[Contact Phone Number]