

[Date]

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

Subject: Welcome to [Company Name] - Your Homeowners Policy #[Policy Number]

Dear [Policyholder Name],

Welcome to [Company Name]. We are pleased that you have chosen us to protect your home. Our priority is to provide you with peace of mind through reliable coverage and excellent service.

Your Policy Assessment Summary

We have completed an initial assessment of your policy based on the information provided. Below is a summary of your key coverage limits:

- **Dwelling Coverage:** \$[Amount]
- **Personal Property:** \$[Amount]
- **Liability Protection:** \$[Amount]
- **Deductible:** \$[Amount]

Next Steps

Please review the enclosed policy documents carefully. To ensure your coverage remains accurate, we recommend the following:

- Verify that all property details (square footage, roof age, etc.) are correct.
- Create a home inventory of high-value items.
- Notify us immediately of any major home improvements or security system installations.

Online Account Access

You can manage your policy, pay bills, and file claims through our digital portal at [Website URL]. Your digital policy ID cards are also available for download there.

If you have any questions regarding this assessment or would like to adjust your coverage limits, please contact your agent at [Phone Number] or email us at [Email Address].

Thank you for trusting us with your home insurance needs.

Sincerely,

[Agent Name/Representative Name]
[Company Name]