

[Date]

[Homeowner Name]
[Property Address]
[City, State, Zip Code]

Subject: Welcome and Review of Your Homeowners Insurance Policy

Dear [Homeowner Name],

Congratulations on your new home! We are pleased to welcome you to [Agency/Company Name]. It is our priority to ensure that your most significant investment is properly protected.

As part of our onboarding process, we have completed an initial review of your policy: **[Policy Number]**. This letter serves as a summary of your coverage and an invitation to discuss your specific needs.

Policy Highlights:

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

Next Steps for Your Protection:

To ensure there are no gaps in your coverage, we recommend a brief 10-minute "New Homeowner Review" to discuss:

- Recent renovations or planned upgrades.
- High-value items such as jewelry, electronics, or art.
- Available discounts for home security systems or bundled policies.

Please contact us at [Phone Number] or [Email Address] to schedule your review or to ask any questions regarding your new policy.

We look forward to protecting your home for years to come.

Sincerely,

[Agent Name]
[Title]
[Agency/Company Name]
[Website]