[Date]

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

Subject: 24/7 Online Access to Your Insurance Account

Dear [Policyholder Name],

We are pleased to announce that you can now manage your insurance policies anytime, anywhere, with our new 24/7 online client portal.

By logging into your account at [Website URL], you can perform the following actions around the clock:

- View and download policy documents
- Print or save digital Auto ID cards
- Request policy changes or updates
- Make secure premium payments
- Report and track the status of a claim
- Contact your dedicated agent directly

To get started, please visit [Website URL] and click on the "Register" or "Client Login" button. You will need your policy number ([Policy Number]) and your email address to set up your secure password.

Our goal is to provide you with the most convenient and efficient service possible. If you have any questions or need assistance with the registration process, please call our support team at [Phone Number] or reply to this email.

Thank you for choosing [Agency Name] for your insurance needs.

Sincerely,

[Agent Name]
[Agency Name]
[Phone Number]
[Website URL]