

[Date]

[Policyholder Name]

[Mailing Address]

[City, State, Zip Code]

Re: Welcome - Builders Risk Insurance Policy #[Policy Number]

Dear [Policyholder Name],

Thank you for choosing [Insurance Company Name] for your construction project insurance needs. We are pleased to confirm that your Builders Risk Insurance policy is now active.

Project Details:

- **Project Location:** [Project Address/Site Location]
- **Policy Period:** [Start Date] to [End Date]
- **Total Insured Value:** \$[Amount]

This policy provides protection for the structure under construction, as well as onsite materials and supplies, against risks such as fire, windstorm, theft, and vandalism, subject to the terms and conditions outlined in your policy documents.

Next Steps:

1. **Review Your Documents:** Please review the enclosed policy summary and schedule of coverages carefully.
2. **Report Changes:** Notify us immediately if there are changes to the project timeline, construction costs, or if the project is completed ahead of schedule.
3. **Claims:** In the event of a loss, please contact our claims department at [Phone Number] or via email at [Email Address].

We appreciate your business and look forward to supporting your project through to completion. If you have any questions regarding your coverage, please contact your agent at [Agent Phone Number].

Sincerely,

[Sender Name]

[Title]

[Insurance Company Name]