[Date]

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

Dear [Customer Name],

Welcome to [Insurance Company Name]! Thank you for choosing us for your personal auto insurance needs. We are pleased to confirm that your policy is now active.

Policy Details:

- **Policy Number:** [Policy Number]
- **Effective Date:** [Start Date]
- **Insured Vehicle(s):** [Vehicle Year, Make, and Model]

Attached to this letter, you will find your insurance identification cards and policy documents. Please review these documents carefully to ensure all information is correct. We recommend keeping a copy of your ID card in your vehicle at all times.

Next Steps:

- **Register Online:** Visit [Website URL] to manage your policy and pay bills.
- **Download our App:** Access your digital ID cards on the go.
- **Claims:** In the event of an accident, call our 24/7 claims line at [Phone Number].

If you have any questions or need to make changes to your coverage, please contact your agent at [Agent Phone Number] or email us at [Email Address].

Thank you for trusting us to protect you on the road.

Sincerely,

[Sender Name]
[Title]
[Insurance Company Name]