[Date]

[Policyholder Name]
[Address Line 1]
[Address Line 2]

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

Dear [Policyholder Name],

Thank you for choosing [Insurance Company Name] for your auto insurance needs. We are pleased to welcome you as a new policyholder and are committed to providing you with reliable protection and excellent service.

Your coverage is now active. Below is a brief summary of your policy details:

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

Please find your digital insurance ID cards and policy documents attached to this message. We recommend keeping a copy of your ID card in your vehicle at all times.

Next Steps:

- Review your coverage limits and deductibles in the attached Declarations Page.
- Register your online account at [Website URL] to manage payments and view documents.
- Download our mobile app for easy access to roadside assistance and claims reporting.

If you have any questions or need to make changes to your policy, please contact your agent at [Agent Phone Number] or call our customer service team at [Customer Service Number].

Safe driving,

[Sender Name]
[Title/Department]
[Insurance Company Name]